

100% GOVERNMENT PHOTO ID  
CHECK TO ENTER THE BUILDING  
Center Hours of Operation:

Monday - Thursday  
8:30am - 4:30pm  
Friday  
9:30am - 4:30pm



**Headquarters**

4058 Minnesota Avenue NE  
Washington DC 20019  
202-724-2337  
www.dcnetworks.org

**Unemployment Compensation:**  
Mon -Thurs 8:30am 4:00pm  
Friday 9:30am - 4:00pm

\*Center will be closed Monday,  
October 10, 2016 in observance of  
the Columbus Day holiday.

**October 2016**

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	3	4	5	6	7
Week 2	<i>*10th - Center Closed</i>	11	12	13	14
Week 3	17	18	19	20	21
Week 4	24	25	26	27	28
Week 5	31				

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00-10:00	Get to Know Your American Job Center (Orientation)	Get to Know Your American Job Center (Orientation)	Get to Know Your American Job Center (Orientation)	Get to Know Your American Job Center (Orientation)	No Workshops
10:30 - 11:30	Smart Resume: Tips, Tools and Techniques	No Workshop	The Conversation That Gets The Job (Interviewing Skills)	Creating a Smart Resume	No Workshops
1:30 - 3:00	Microsoft Digital Alliance (Pre-registration required)	Microsoft Digital Alliance (Pre-registration required)	Microsoft Digital Alliance (Pre-registration required)	Microsoft Digital Alliance (Pre-registration required)	No Workshops
3:30 - 4:30	Using Social Media in Your Job Search	Writing a Professional Cover Letter	Navigating DC Networks	Successfully Submitting Online Job Applications	No Workshops

All other sessions will be held in Room 1008

**Attendance Policy**

First Come, First Serve Seating

Please sign into session at Receptionist desk at least 10 minutes before designated start time

Doors will be closed and session will begin at scheduled start time

Seating capacity strictly enforced

*Although DOES makes every effort to maintain our schedules as assigned, session times are subject to change without prior notice*

**REGISTRATION IN DCNETWORKS IS REQUIRED BEFORE SERVICES CAN BE RENDERED.**

You can register at [www.dcnetworks.org](http://www.dcnetworks.org)