New Class Available Spring 2021

Take Advantage of this Free Virtual Skills Lab

WFPR/101 - Virtual Career Skills and Resource Lab

The Virtual Career Skills and Resource Lab is a flexible online lab that allows students to build classroom, computer, and employability skills through a variety of online courses, including Office Keyboarding, Windows OS, MS Office (Word, Excel, Access, Outlook, PowerPoint), Intro to Computers and the Internet, Soft Skills, Resume Writing, Interview Prep, and much more!

CRN # 60717
Instructor: McClurkin
Class Dates: January 19 - March 19, 2021
9 Week Online Class through Canvas

Course Benefits:

- The class includes units that cover the following topics: Classroom Skills for Success, Computer Skills Improvement, Industry Skill Improvement, Employability Skills, and Soft Skills
- Students will receive access to LinkedIn Learning, a platform offering video courses taught by industry experts.
- Students will also receive a license to Jobscan, a software that analyzes how well your resume matches a job by ranking, scoring, and graphing a job description and resumes for skills.

Once enrolled, students will work with an instructor to identify a learning goal. The instructor will develop a learning path for the student and select specific coursework and activities for the student to complete related to their goal.

*Register Online through myGateway or call

Starhelp for registration assistance at 714-808-4679

Any Questions? Please Call the CTE Office - 714.808.4915