

POLISH YOUR WORD: WORD SKILLS FOR WORK AND BEYOND



Come join us!

For a hands-on refresher course with our volunteer instructor Patricia Metzger to strengthen your Microsoft Word skills and boost your confidence at work and beyond!

Whether you're

- updating résumés
- creating reports
- or organizing documents

This class will help you save time and work smarter.

November 13th and 20th
Time: 10:30 AM – 12:30 PM
Location: Silver Spring Library
900 Wayne Ave, Silver Spring, MD
20910
Floor: Basement (Action Youth Media)

[Click here to Register](#)

