

Improve Your Skills
With FREE Adult Education at CAC!
WE ARE THE BEGINNING OF YOUR GREAT FUTURE!



COMPUTER WORKSHOPS

1/7 or 1/9 How to Use Excel: Seven week course.
Monday morning or Wednesday evening classes

- 1/8 Word Basics 1:** Text editing, write a resume
- 1/10 Word Basics 2:** Templates, create a calendar
- 1/15 Power Point 1:** Create a great presentation
- 1/17 Power Point 2:** Add graphics and sounds
- 1/22 Digital Life 1:** Navigate the web
- 1/24 Digital Life 2:** Navigate social media

Class times 6:30 p.m. to 8:30 p.m.
REGISTER at regcacat@googlegroups.com

COMPUTACIÓN EN ESPAÑOL

Solicitar información a education@ourcac.org

FINANCIAL MANAGEMENT CLASSES

Financial Management 1
Mondays from 6:30 to 8:00 p.m.
Jan 14th & Jan 28th

Financial Management 2
Wednesdays from 5:30 to 6:30 p.m.
January 16th & February 20th

Manejo Financiero 1 en español
Enero 14 de 6 a 8 p.m.

Manejo Financiero 2 en español
Enero 28 de 6 a 8 p.m.

All Classes at
Community Assistance Center/CAC
1130 Hightower Trail, Second Floor
Sandy Springs, GA 30350

ENGLISH/ESOL CLASSES

ESOL - 4 LEVELS

January - June (5 Months)

Levels 1, 2 & 3: Tuesdays & Thursdays
From 9:30 a.m. to 12:30 p.m. OR from 6:30 to 9:00pm

Levels Basic & 4: Mondays & Wednesdays
From 6:30 p.m. to 8:30 p.m.
(2 Textbooks cost \$30)

CLASES DE INGLÉS GRATIS - 4 NIVELES

De enero a junio (5 Meses)

Niveles 1, 2 y 3: Martes y Jueves
De 9:30 am a 12:30 p.m. ó 6:30 a 9:00 p.m.

Niveles Básico y 4: Lunes y Miércoles
De 6:30 p.m. a 8:30 p.m.
(2 Libros de texto, costo \$30)

ENGLISH CONVERSATIONS OVER COFFEE

The first 3 Saturdays of every month, 9 a.m. to 11 a.m.

CLASES DE CONVERSACIÓN EN INGLÉS

Los primeros 3 sábados de cada mes. de 9 a.m.- 11 a.m.

REGISTRATION is REQUIRED!

Send your name and phone number to:
education@ourcac.org or call (770) 552-4015 x 239.
Envíe un correo electrónico con su nombre y número de teléfono a education@ourcac.org o llame al teléfono (770) 552-4015 x 239

JOB SEARCH HELP

Resume help and job counseling. Free headshot photo.
Please send your resume to education@ourcac.org

CITIZENSHIP APPLICATION/PREPARATION

We can help! Contact us at education@ourcac.org



Funding for CAC is provided in part by the City of Sandy Springs, Fulton County Human Services and the United Way of Greater Atlanta.
Community Assistance Center • 1130 Hightower Trail Sandy Springs, GA 30350 • Office (770) 552-4889 • Helpline (770) 552-4015

www.ourcac.org