

# Human Solutions' Class Calendar

APRIL 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 April Fool's Day <b>April Rent Well</b> 9:00 to 1:00 AG	2
3	4 <u>Microsoft Word</u> 10:00 to 12:00 HS  <u>Microsoft Excel</u> 1:30 to 3:30 HS	5 <b>CRAFT</b> 6:00 to 8:00  <u>Career Mapping</u> 9:00 to 1:00 WT	6	7 <b>ESL</b> 2:00 TO 4:00 WT  <b>ARTE</b> 6:00 to 8:00	8 <b>April Rent Well</b> 9:00 to 1:00 AG	9
10	11 <u>Microsoft Word</u> 10:00 to 12:00 HS  <u>Microsoft Excel</u> 1:30 to 3:30 HS	12 <b>CRAFT</b> 6:00 to 8:00	13	14 <b>ESL</b> 2:00 TO 4:00 WT  <b>ARTE</b> 6:00 to 8:00	15 <b>April Rent Well</b> 9:00 to 1:00 AG	16
17	18 Taxes Due <u>Microsoft Word</u> 10:00 to 12:00 HS  <u>Microsoft Excel</u> 1:30 to 3:30 HS	19 Passover <b>CRAFT</b> 6:00 to 8:00  <u>Career Mapping</u> 9:00 to 1:00 HS	20	21 <b>ESL</b> 2:00 TO 4:00 WT  <b>ARTE</b> 6:00 to 8:00	22 Earth Day Good Friday  <b>April Rent Well</b> 9:00 to 1:00 AG	23
24 Easter	25 <u>Microsoft Word</u> 10:00 to 12:00 HS <u>Microsoft Excel</u> 1:30 to 3:30 HS	26 <b>CRAFT</b> 6:00 to 8:00	27 Admin Assist Day	28 <b>ESL</b> 2:00 TO 4:00 WT  <b>ARTE</b> 6:00 to 8:00	29	30



March 2011

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 2011

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**Notes:**

These fun and educational classes are open to the public. Registration is advised.

**Free Childcare is provided at all classes!**

See back for class descriptions

# Class Descriptions

## ARTE

ARTE está diseñado para ayudar a las sobrevivientes de la violencia doméstica a identificar sus valores, descubrirse a sí mismas como mujeres y desarrollar las técnicas necesarias para mejorar su situación. Las participantes aprenderán a reconocer tácticas de abuso para saber manejarlas. Aprenderán a re-evaluarse a sí mismas para incrementar su autoestima y enfrentar su situación.

Para más información, comuníquese con **Jaime Johnson al (503) 548-0216**.

## CRAFT

Creating Realistic Actions for Transitions (CRAFT) is a weekly group open to women who have left a domestic violence situation, as well as women who are currently experiencing domestic violence, or women who are questioning whether their current relationship is a healthy one. The group is designed to help abuse survivors identify their own values and promote self-worth, self-discovery, and skill building in order to improve their situation.

This is an ongoing workshop. For information, contact **Jaime Johnson at (503) 548-0216**.

## Credit Yourself to Financial Fitness

**12350 SE Powell Blvd, Portland, OR 97236**

**Registration for this class is mandatory**

If you ever feel like screaming “HELP” Human Solutions’ four-session class may be the solution for you. These two hour classes will cover such areas as financial goal setting, credit and how credit affects your financial life, and creating a spending plan. Incentives are available for completion of all four sessions.

For information on Credit Yourself to Financial Fitness, contact **Christina Tetreault at (503) 548-0211**.

## Microsoft Excel

**12350 SE Powell Blvd, Portland, OR 97236**

Are you familiar with Word but would like to learn more? Microsoft Excel is a software program that allows you to do many things such as creating getting to know Excel, setting up a workbook, performing calculations on data, changing document appearance, combining, sorting, and summarizing data, and working with charts. This class is self-paced, which allows you to work at your own speed.

For information on Microsoft Excel, contact **Christina Tetreault at (503) 548-0211**.

## Microsoft Word

**12350 SE Powell Blvd, Portland, OR 97236**

Do you have some knowledge of computers but could use some direction? The Microsoft Word class is a great place to start or continue to learn about computers. Microsoft Word is a software program that allows you to do many things. It is also a starting point for learning about other Microsoft software, such as Excel, Access or Publisher. This class is self-paced, which allows you to work at your own speed.

This is an ongoing class. For more information on Microsoft Word contact **Christina Tetreault at (503) 548-0211**

## Rent Well

**Location varies and will be disclosed at registration**

**Registration for this class is mandatory**

Rent Well is a 15 hour tenant education class that will help you become a successful, stable renter. This class explores screening barriers such as evictions, credit problems and criminal history and helps you address those barriers. In addition, this class teaches the landlord's perspective and expectations of tenants, your rights and responsibilities, how to communicate with your landlord, and how to maintain a clean, safe and healthy home. Once completing all sections of the class, completing all assignments and developing a housing portfolio you will receive a Rent Well Graduation Certificate that can be presented to landlords.

## Workplace ESL

**311 NE Division, Gresham, OR 97030**

Effective communication between co-workers and managers is key for building a productive and efficient workplace with motivated employees. Through our Workplace ESL class, you will emerge with enhanced English communication skills and the ability to communicate with a wider range of people: from co-workers to other employees and customers. Additionally, people who feel they are being heard will not only have a higher level of confidence in the Workplace but also tend to excel and contribute further to a company's goals.

Para más información, comuníquese con **Denise Diaz al (503) 405-7896**.