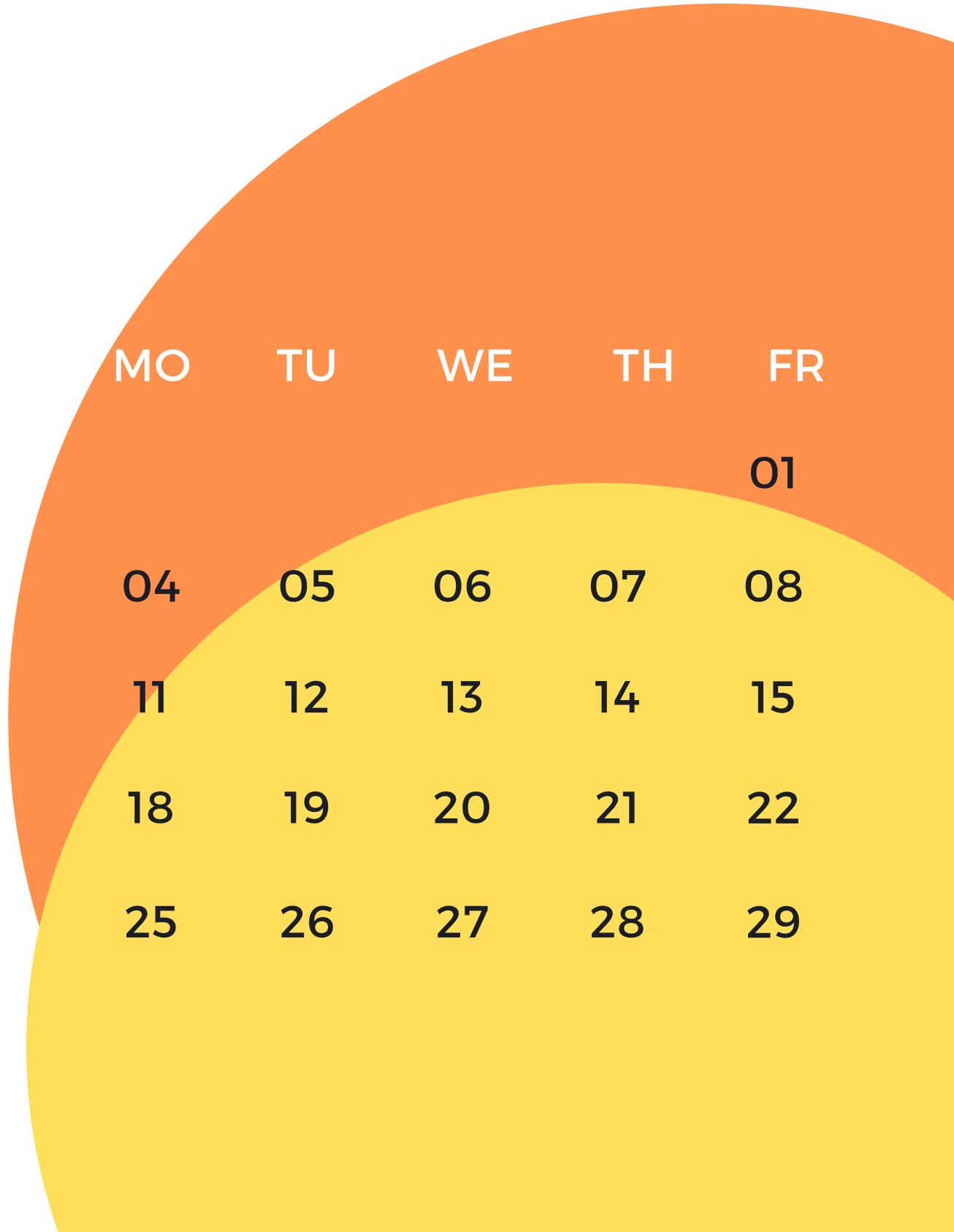


ZETA CLASS

INSTRUCTOR HOME USA

WITH

ZETA I

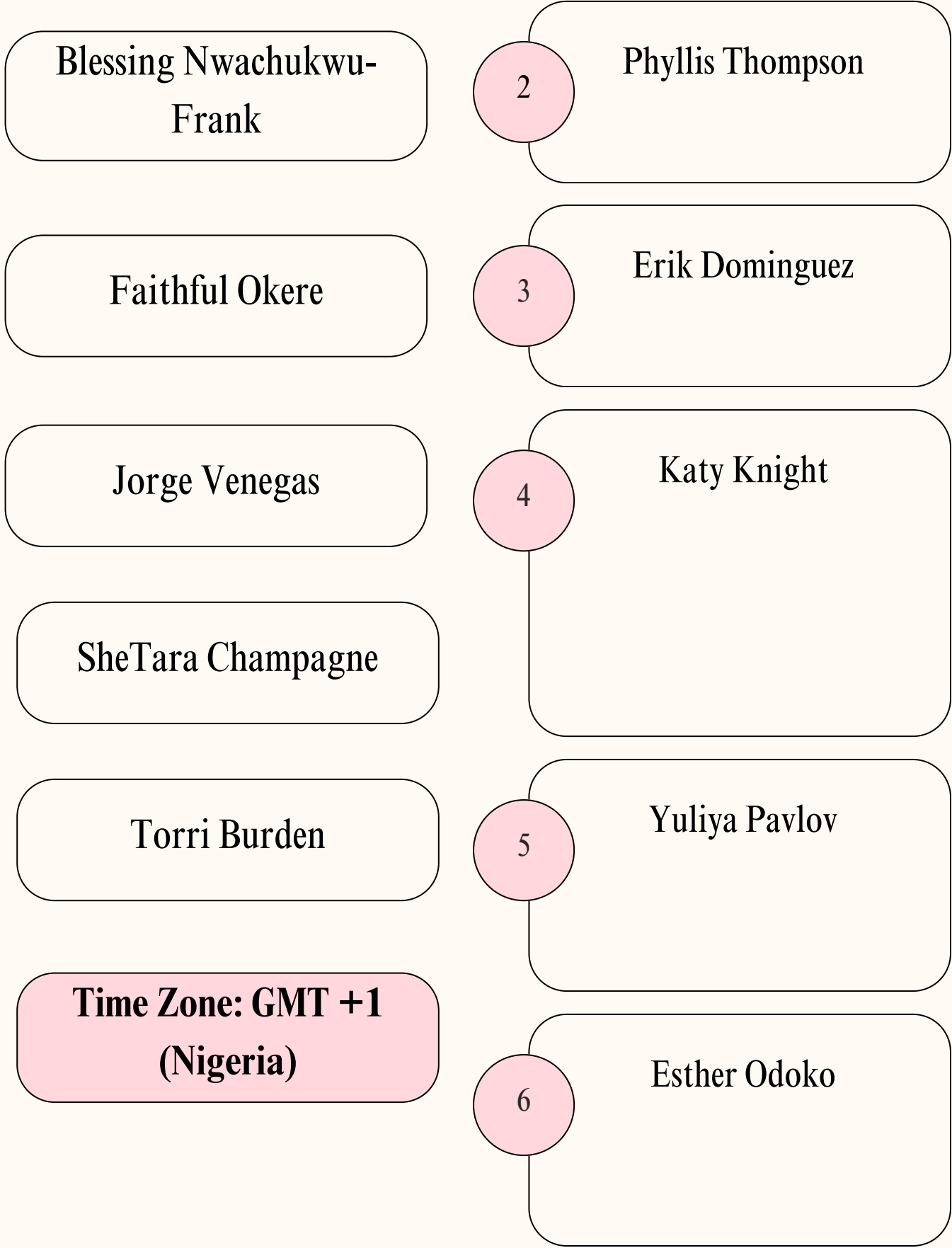


ZOOM CLASS SCHEDULE

admin@instructorhome.net

+ (1) 762 254 5517

Data & Technical Support Studies
Instructor Home USA
Session Guide



**Time Zone: GMT +1
(Nigeria)**

INSTRUCTORS

Students Ages: 12-14

- Classes will last for 2 hours max.
- Each class will have a 15 min break time.
- Internet, and computers will be required.
- Classes can be taken from any location.
- Classes can also be taken from the technology room if coming from a partner school.
- Fees for the class may fall under the “Technology Innovation Fee”.
- You have an option to pay monthly or yearly.
- Attendance and punctuality are mandatory.
- Always clock in on the website when in class.
- Remember to clock out of class when sessions are over.
- Classes will be on zoom.
- Some recorded class will be uploaded to our site.
- Our Instructors are from several parts of the world.
- Our zoom class size are to be determined (TBD).
- You will be able to share your screen on Saturdays for practice and simulation.
- Wednesdays are a repeat class of Monday.

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week I
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Data Entry	05.00 PM	Intro to Data Entry	05.30 PM	Intro to Data Entry
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06:30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 2
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	INTRO TO ACCENT TRAINING	05.00 PM	Intro to accent training	05.30 PM	Intro to accent training
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06:30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 3
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Data Entry 2	05.00 PM	Intro to Data Entry 2	05.30 PM	Intro to Data Entry 2
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 4
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Etiquette	05.00 PM	Intro to Etiquette	05.30 PM	Intro to Etiquette
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 5
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Computers	05.00 PM	Intro to Computers	05.30 PM	Intro to Computers
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 6
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Accent Training Vowels	05.00 PM	Accent Training Vowels	05.30 PM	Accent Training Vowels
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 7
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Typing	05.00 PM	Intro to Typing	05.30 PM	Intro to Typing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 8
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Software	05.00 PM	Intro to Software	05.30 PM	Intro to Software
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 9
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Computer Navigation	05.00 PM	Intro to Computer Navigation	05.30 PM	Intro to Computer Navigation
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 10
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Accent Training Consonants	05.00 PM	Accent Training Consonants	05.30 PM	Accent Training Consonants
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week II
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Data Typing Exercise	05.00 PM	Data Typing Exercise	05.30 PM	Data Typing Exercise
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 12
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Tech Support	05.00 PM	Intro to Tech Support	05.30 PM	Intro to Tech Support
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 13
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Accent Training Syllables	05.00 PM	Accent Training Syllables	05.30 PM	Accent Training Syllables
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 14
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Coding	05.00 PM	Intro to Coding	05.30 PM	Intro to Coding
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 15
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Etiquette Training	05.00 PM	Etiquette Training	05.30 PM	Etiquette Training
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 16
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Accent Training: Parts of Speech	05.00 PM	Accent Training: Parts of Speech	05.30 PM	Accent Training: Parts of Speech
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 17
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Microsoft Word	05.00 PM	Intro to Microsoft Word	05.30 PM	Intro to Microsoft Word
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 18
Class Capacity: TBD

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 19
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Network Security	05.00	Intro to Network Security	05.30 PM	Intro to Network Security
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation



Date: Week 20
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Artificial Intelligence	05.00 PM	Intro to Artificial Intelligence	05.30 PM	Intro to Artificial Intelligence
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Second Semester *Calendar*



Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week I
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Accent Training: Pronunciations	05.00 PM	Accent Training: Pronunciations	05.30 PM	Accent Training: Pronunciations
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 2
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Coding: Python	05.00 PM	Coding: Python	05.30 PM	Coding: Python
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 3
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to English Writing	05.00 PM	Intro to English Writing	05.30 PM	Intro to English Writing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 4
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Etiquette Training	05.00 PM	Etiquette Training	05.30 PM	Etiquette Training
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 5
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Designing	05.00 PM	Intro to Designing	05.30 PM	Intro to Designing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 6
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Ticketing	05.00 PM	Intro to Ticketing	05.30 PM	Intro to Ticketing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 7
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Touch Typing	05.00 PM	Touch Typing	05.30 PM	Touch Typing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 8
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Public Speaking	05.00 PM	Public Speaking	05.30 PM	Public Speaking
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 9
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Coding: Python	05.00 PM	Coding: Python	05.30 PM	Coding: Python
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 10
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	INTRO TO DATA ENTRY	05.00 PM	INTRO TO DATA ENTRY	05.30 PM	INTRO TO DATA ENTRY
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week II
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	INTRO TO DATA ENTRY	05.00 PM	INTRO TO DATA ENTRY	05.30 PM	INTRO TO DATA ENTRY
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 12
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Microsoft Excel	05.00 PM	Microsoft Excel	05.30 PM	Microsoft Excel
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 13
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Calendar Management	05.00 PM	Intro to Calendar Management	05.30 PM	Intro to Calendar Management
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 14
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Intro to Social Media	05.00 PM	Intro to Social Media	05.30 PM	Intro to Social Media
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 15
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Network Security	05.00 PM	Network Security	05.30 PM	Network Security
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 16
Class Capacity: TBD



Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Accent Training: Rhyming	05.00 PM	Accent Training: Rhyming	05.30 PM	Accent Training: Rhyming
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation



Date: Week 17
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Computer Navigation	05.00 PM	Computer Navigation	05.30 PM	Computer Navigation
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 18
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Speed Typing	05.00 PM	Speed Typing	05.30 PM	Speed Typing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 19
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Poetry Writing	05.00 PM	Poetry Writing	05.30 PM	Poetry Writing
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS

Weekly Schedule

Mondays: New Lesson
Wednesdays: Refresher Lesson
Saturdays: Practice and Simulation

Date: Week 20
Class Capacity: TBD

Time/Day	Tuesday	Time	Thursday	Time	Saturday
05.00 PM	Team Building	05.00 PM	Team Building	05.30 PM	Team Building
05.45 PM	BREAK TIME	05.45 PM	BREAK TIME	06.30 PM	BREAK TIME
06.00 PM	CLASS RESUMES	06.00 PM	CLASS RESUMES	06.45 PM	CLASS RESUMES
06.30 PM	ENDS	06.30 PM	ENDS	07.30 PM	ENDS