

# OhioMeansJobs Means Business!



Digital Skills Accelerator Facilitated  
by Goodwill Columbus at OhioMeansJobs

## Join us on this monthly technology 4-course upskilling pathway:



**Week 1** – Digital Literacy 101 - Computer Components, Concepts of Software, Web Browsing, Creating an E-mail



**Week 2** – Digital Literacy 102 – Internet Safety, Social Media, Windows 10, Operating Systems



**Week 3** – G-Suite Training – Gmail, Docs, Sheets, Drive, Slides



**Week 4** – Personalized consultation on the next steps you can take to further your career with your enhanced digital skills

Classes start the first Thursday of every month  
From 1:00 p.m. to 3:00 p.m. at OhioMeansJobs  
1111 E. Broad St, Columbus, OH 43205  
614.559.5052



Columbus-Franklin  
County