

Greetings from the UOPX Jersey City Team!

We do hope that you are remaining safe and healthy.

Below you will find our Workshop Wednesday's September lineup.

All workshops are free and open to the public. Registration is required.

Please feel free to share with your network.

<b>Workshop</b>	<b>Date</b>	<b>Time</b>	<b>Description</b>	<b>Registration Link</b>
<b>Resumes That Get Noticed</b>	9/2/2020	2:00 PM	Join us for an informative workshop on how to create a job winning resume that highlights your accomplishments.	<a href="https://phoenixedu.zoom.us/meeting/register/tJlvf-qtqjwqH9HBhDgsvgH2K-GjqnzsSBqw">https://phoenixedu.zoom.us/meeting/register/tJlvf-qtqjwqH9HBhDgsvgH2K-GjqnzsSBqw</a>
<b>MS Excel &amp; Pivot Tables</b>	9/2/2020	7:00 PM	Learn how to create and use a pivot table in Excel to analyze and summarize data.	<a href="https://phoenixedu.zoom.us/meeting/register/tJUodeCqrTsjGdEkHwa9S5JDViaMLpWYGowR">https://phoenixedu.zoom.us/meeting/register/tJUodeCqrTsjGdEkHwa9S5JDViaMLpWYGowR</a>
<b>MS PowerPoint Basics</b>	9/16/2020	2:00 PM	Learn how to create a professional presentation with MS PowerPoint along with vital tips and tricks.	<a href="https://phoenixedu.zoom.us/meeting/register/tJYpcOiqrjwHd0zOSi3tMGvir0_HYSdHSfz">https://phoenixedu.zoom.us/meeting/register/tJYpcOiqrjwHd0zOSi3tMGvir0_HYSdHSfz</a>

<p><b>MS Excel - Installing the Data Analysis Pack</b></p>	<p>9/16/2020</p>	<p>7:00 PM</p>	<p>The MS Excel Data Analysis Tool pack add-in performs complex statistical and engineering analyses. Learn how to install the add-in and see how it works with a basic example.</p>	<p><a href="https://phoenixedu.zoom.us/meeting/register/tJEkf-irpzkpH9Kf_lirfe0ouuarWgi-c-ir">https://phoenixedu.zoom.us/meeting/register/tJEkf-irpzkpH9Kf_lirfe0ouuarWgi-c-ir</a></p>
<p><b>MS Excel: Basic Macros</b></p>	<p>9/23/2020</p>	<p>2:00 PM</p>	<p>Macros are an excellent way to perform a series of actions that can be repeated for increased efficiency.</p>	<p><a href="https://phoenixedu.zoom.us/meeting/register/tJYkd--qqjMtGtwTDueA34tT6Jt8QrJfhOKF">https://phoenixedu.zoom.us/meeting/register/tJYkd--qqjMtGtwTDueA34tT6Jt8QrJfhOKF</a></p>
<p><b>Cyber Security and the Internet of Things (IoT)</b></p>	<p>9/23/2020</p>	<p>7:00 PM</p>	<p>Discover how to accurately secure and monitor the interconnection of your devices along with the everyday objects (also known as IoT) that enable them to</p>	<p><a href="https://phoenixedu.zoom.us/meeting/register/tJAud-2pqjwiG9BNGVb25HxlnsPjV9U_TXJA">https://phoenixedu.zoom.us/meeting/register/tJAud-2pqjwiG9BNGVb25HxlnsPjV9U_TXJA</a></p>

			send and receive data.	
<b>Recruiters Speak</b>	9/30/2020	2:00 PM	Join us for an amazing event where recruiters & hiring managers will share employer's perspectives. With this insight, potential candidates can leverage their skills and set themselves apart from the competition.	<a href="https://phoenixedu.zoom.us/meeting/register/tJErcu-hpjkvH9LcyLp7_gGN6FX9y1iizDBj">https://phoenixedu.zoom.us/meeting/register/tJErcu-hpjkvH9LcyLp7_gGN6FX9y1iizDBj</a>
<b>Zoom - Intermediate Part II</b>	9/30/2020	7:00 PM	Zoom is a secure online platform used for video and audio conferencing. UOPX faculty and Zoom professional, Elizabeth Perry, will take us a step further in Part II of this amazing platform by	<a href="https://phoenixedu.zoom.us/meeting/register/tJludOmsqzo_sH9W2CzQPf1v4scRrXkGJT7gW">https://phoenixedu.zoom.us/meeting/register/tJludOmsqzo_sH9W2CzQPf1v4scRrXkGJT7gW</a>

		showing participants how to create breakout room, share screens, build a registration s and so much more.	
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