

CLASSES

GED PREPERATION

Improve your skills.

A high school diploma is a prerequisite for most jobs and training programs.

Classes for all skill levels in:

- Reading
- Writing
- Math



ESL

- Improve your English
- Interview and apply with confidence

DIGITAL LITERACY

We offer a variety of classes in:

- Internet basics
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- E-mail
- Online Storage

GET STARTED

Come to the Plainfield Public Library's Computer Lab for more information on these services and to get started!

Please consult the Lab calendar for times, available at:

www.plainfieldlibrary.info

Or contact us at:

908.757.1111 ext.112

Joblab@plfdpl.info

Plainfield Public Library

800 Park Avenue

Plainfield, NJ 07060

plainfield
PUBLIC
library

FREE JOB SEARCH ASSISTANCE

Finding a job?

Changing careers?

Need credentials?



**We're Here to Help
You**

In your Job Hunt

plainfield
PUBLIC
library

COMPUTER LAB RESOURCES

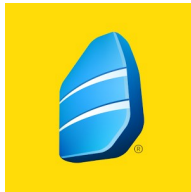
HELP WITH APPLICATIONS

The Job Search Assistance Lab staff are more than happy to get you started and to refer you to the help you need. Just ask—that's what the Computer Lab is for!

See the Lab Calendar for times

ROSETTA STONE

Learn a second language and double your employability. Rosetta Stone is a state-of-the-art language learning resource that can help you break through the language barrier.



TUTOR.COM

Connect to live online help in a variety of subjects. Chat one-to-one with your own tutor over the internet.



Get your résumés and essays reviewed!

To access these databases, go to <http://www.plainfieldlibrary.info/Research/Databases.html>

*Through a unique partnership with NJLWD, you may be qualified to have your testing fees waived. Some limitations and restrictions apply. Please contact the library for more information

LYNDA.COM

Learn software, creative, and business skills to achieve your personal and professional goals.



NEW JERSEY CAREER CONNECTIONS

The Department of Labor's One-Stop website for Job Search Assistance. Get personalized resources and support for your unique life situation. New Jersey Career Connections offers a wide variety of services.



careerconnections.nj.gov

AZTEC SOFTWARE

Aztec prepares students for higher levels of education, improves job performance and ultimately helps people realize their potential and meet their educational goals.



TESTING AND CERTIFICATION

FREE TESTING AND PREP ON-SITE*



Microsoft
Office Specialist



Earn the credentials employers want to see!

JASPERACTIVE

Jasperactive is the world's first kinesthetic Microsoft Office learning and validation system. Prepare to pass your Microsoft Office Specialist or IC3 test.

