



Community
HealthCorps

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Community HealthCorps Member Training

Prescription Name: Introduction to Microsoft Word and Excel

Date: 2009-2010

Training Format: Online

These online tutorials will give members a refresher course in the basics of Microsoft Word and Microsoft Excel. This will help members in completing online tracking forms and reports that may be required. These trainings will also be helpful for members when they are creating a resume and cover letter for careers after their service year.

- <http://office.microsoft.com/en-us/training/FX100565001033.aspx>
- <http://www.baycongroup.com/index.htm>