

This December, take free training in today's skills!



Learn about

SkillUp Greater Raritan

An online learning portal

SkillUp Greater Raritan, a program presented by the **Greater Raritan Workforce Development Board**, is a **free** online learning portal for residents of Hunterdon and Somerset counties.

Some of the 5,000 courses focus on:

- Microsoft Office Productivity Skills, with dozens of programs
- Personal Productivity, including time management, work/life balance and telecommuting basics
- Collaboration Tools, including Basecamp, Cisco Jabber, Zoom, GoToMeeting, Trello and many more
- Team Skills, including virtual collaboration, virtual teams, team communication, and using feedback
- Productivity Tools, including Adobe, Google, Dropbox, Slack, Hootsuite, Salesforce, and Quickbooks

During a **GoToMeeting webinar**, participants will learn how to use SkillUp, and review other free career and jobs resources.

WHEN: 3-4 p.m.

**Wednesday,
Dec. 2, 9, 16
and 23**

WHERE:

**On your
computer,
in a GoToMeeting
virtual webinar**

No registration is necessary. To get log-in instructions, go to the calendar tab of www.thegrwdb.org and click on Dec. 2, Dec. 9, Dec. 16, and Dec. 23, 2020, or contact jcassano@co.somerset.nj.us or call 908-541-5785.

