



Weekly GCF Global Learning Time Sheet-On Site Only**

<http://www.gcflearnfree.org/>

Customer Name: _____ Case # _____

*****This is to be completed between Monday and Friday*****

Modules	Date completed:	Start time:	End Time:	Total time:	CareerSource Pinellas staff signature
Technology: (Identify each course you are completing next to the program)					
Computers:					
Email Basics:					
Internet Basics:					
Linux:					
Mac OS:					
Online Safety:					
Windows:					
Reading					
Grammar:					
Learn English:					
Practice Reading:					
Reading Activities:					
& More:					
List Class:					
Math Basics					
Add/Subtraction:					
Multiplication/Division:					
Other-List Class:					
Microsoft:(Identify the Year version that you are completing next to the program)					
Access:					
Excel:					
Office					
Outlook:					
Power Point:					
Publisher:					
Word:					
Work & Career: (Identify each course you are completing next to the program)					
Career Planning					
Job Search:					
Money:					
Workplace Skills:					
Everyday Life:					
Around Town:					
Food and Cooking:					
Health and Safety:					
Other-List Class:					

To be completed by the CareerSource Pinellas Staff:

For week of Monday: _____ and Friday: _____					
Monday hours	Tuesday hours	Wednesday hours	Thursday hours	Friday hours	Weekly total

Customer signature: _____

CareerSource Pinellas is an equal opportunity employer/program. "A proud partner of the American Job Center network." Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers listed may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.