
*A great career
doesn't just
happen . . .
You have to
make it happen!*

*To succeed in
today's workforce,
computer skills
are essential!*

*With the instruction and
unlimited experience
this program provides,
you will develop the
skills you need
to **get and keep**
the job you want!*

*Accommodations are provided for
documented disabilities.*

Attend an Adult Learning Center
and you will:

Learn

- word processing
- spread sheets
- database use

Study

- types of computers and printers

Understand

- web browsing
 - e-mail functions
-

Upon entry, the
Adult Learning Center will:

Evaluate

- your skills in the areas of reading,
math, and English

Place

- you in a program of study that
contains the steps and materials you
need to succeed
-

Adult Basic
Education
can help you:

Obtain
computer skills

Participate in
work-readiness
programs

Prepare for the
GED Exam

Participate in
online study to
prepare you for
the GED Exam or
enhance your
basic skills

Prepare for
college entrance
exams

Learn to read

Enhance your
basic skills

Learn to make
decisions, manage
your time, develop
social skills

Prepare for
citizenship

Learn English as a
Second Language



*Don't delay,
Call today!*

Decide,
Commit,
Succeed!

*If you are 16 years of age or older,
not enrolled in public school, and
would like to find out more . . .*

Call the
Adult Education Hotline
and get started today!



1-800-642-2670

All programs and materials are provided free of charge.



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WEST VIRGINIA
DEPARTMENT OF
EDUCATION

You and your
computer-
friends at last!



Building Skills for Success
WV Adult Basic Education

West Virginia Department of Education
Office of Adult Education and
Workforce Development

Call 1-800-642-2670
www.wvabe.org

