

# Schedule Update

Dear Team,

We would like to inform you about an update to the schedule for our Technical Skills Enhancement Sessions. Your continuous growth and development are our top priorities, and we believe these sessions will offer valuable insights and skills.

## New Schedule

- **Session 1:** Introduction to Python Programming  
**Date:** March 10, 2023  
**Time:** 10:00 AM - 12:00 PM
- **Session 2:** Advanced JavaScript Techniques  
**Date:** March 17, 2023  
**Time:** 10:00 AM - 12:00 PM
- **Session 3:** Cloud Computing Fundamentals  
**Date:** March 24, 2023  
**Time:** 10:00 AM - 12:00 PM

Please update your calendars accordingly and feel free to reach out to the HR department with any questions or concerns.

Best regards,  
[Your Name]  
[Your Position]  
[Your Company]