In the Spotlight: Course Catalog 2015-2016

Students are back on campus ready for instruction to begin. Fall is an ideal time for you to focus on your goals. Take a few moments to enroll in Staff Development and Professional Services courses. The 2015–2016 course catalog includes enticing new topics and presenters as well as many favorites. You will find instructor-led and online courses. Additional courses continue to be added as they are scheduled. Check the SD&PS catalog often for updates. Consider completing a certificate series this year.

Upcoming Classes

- Analytical Skills Certificate Series .......... Sept 14
- Sponsored Programs Essentials, Part 1: Introduction to SPO & Pre-Award .......... Sept 15
- Strategies for Communicating Effectively with International Students .................. Sept 17
- Proposal Preparation and Submission .................. Sept 22
- Employment Law and Liability .................. Sept 29
- Writing a Proposal Budget: Lab ............... Sept 30
- Principles of Supervision .................. Oct 8

Enroll at http://lms.ucdavis.edu

Brown Bag Presentations

- WorkLife and Wellness and Career Catalyst
  - Stress Release .................. Sept 17
  - Exploring Analyst Career Journeys .......... Oct 8

Location: Student Community Center
Time: 12:00–1:00 pm
No need to enroll. Just show up!

Analytical Skills Development

Develop core analytical abilities and learn how to manage analytical work assignments. The Analytical Skills Development Series consists of five sessions. Each session focuses on a key component of analytical skill development: Essential Analytical Skills, Critical Thinking, Analytical Writing and Problem Solving Tools.

Register now!

Online Toolkits

Don’t forget about the various online toolkits available through Staff Development:

- Career Management
- Manager
- Mentoring
- Onboarding
- SAO Development

U-Learn and Books 24x7

Learn any time, any place, any pace. U-Learn provides online courses and a large selection of books and articles in Books24x7. (search for “books”). You can also view step-by-step instructional video clips and companion files related to software applications such as Microsoft and Adobe in Books 24x7. New titles are added every week.

Building a talented workforce through a culture of learning, discovery and engagement

Contact us at: sdps@ucdavis.edu 530-752-1766 http://sdps.ucdavis.edu