This month HR Learning and Development is promoting **UA LMS**, a new online learning system for faculty and staff.

To learn more about UA LMS features register to attend an instructor-led **HR Spark: Intro to UA LMS** session.

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**DegreeWorks and Self-Service Banner, 8/7**

**Know Your Responsibilities:**
What Supervisors Need to Know about ADA/FML, 8/8

**Professional Development Series:**
- Teamwork and Partnerships, 8/13
- Quality Service and Professionalism, 8/27
- Effective Communication Techniques, 9/10
- Legal Issues and Workplace Safety, 11/21

**The IRB and You, 8/13**

**Banner Finance, 8/13**

**DegreeWorks Training, 8/14**

**Harbor Training, 8/19**

**Building Awareness:**
- Sensitivity and Human Relations, 8/22

**UA Essentials for Management**
- Creating and Maintaining a Fair Work Environment, 9/24
- Recruitment and Selection, 10/1
- Communicating Performance Expectations, 10/8
- Managing Performance and Behavior, 10/15

**September 10, 2019**
8:30-Noon
Registration Fee: $119

**Writing and Managing E-mail**
"Turning e-mail into a productive tool"

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**Sam S. May**
Commitment to Service Award

Nomination Deadline: August 15