

ENCOURAGE



July 2018

July is Social Wellness Month and HR Learning and Development reminds employees to **ENCOURAGE** others with your support and understanding, thoughtful recognition, and in daily workplace interactions.

Select a title or image for more information, or contact: HRLearningandDevelopment@ua.edu or 348-9700.

Summer 2018 Etiquette Advantage in Business Series Finale:

General Office Manners
 July 12, 1:30-2:30

To Explore the EAP Focus for July
 —Social Wellness—

Select EAP and login with: **UA**

Dimensions of Diversity, 7/11

Youth Protection Program:
 Getting Started with the Registration Process, 7/11
 Assessing the Program and Planning for Next Year, 7/24

Banner Finance Version 9, 7/12

Know Your Rights:
The Basics of ADA and FML for Employees, 7/17

CLSS Training—101, 7/18

Concur Travel and Expense:
System Overview and Introduction, 7/23

Experience Customer Service from A to Z:
 Experience Delight, 7/23

New Management Orientation, 7/25

Professional Development Series:
 Business and Technology, 7/31

The IRB & You: How to Submit an Application, 7/31



Sam S. May Commitment to Service Award recognizes teams or departments for demonstrating exceptional customer service through commitment or creativity.

Nomination Deadline August 15

CALL FOR NOMINATIONS