This is National Customer Service Week and HR Learning and Development is promoting a BALANCE of professional and personal development opportunities to serve the needs of our customers — the UA family!

**Systems and Technology**

Introduction to: Spark Online Learning

**Training Series**

Professional Development Series:

- Legal Issues and Workplace Safety

UA Essentials for Management:

- Managing Performance
- Communicating Expectations

**Featured Leadership Workshop**

Capitalizing on Your Leadership Competencies

October 12, 1:00-4:30

**Fall 2016 Professional Development Webinar Series Feature**

The Culture Map: Breaking through the Invisible Boundaries of Global Business—October 24, 11:00-Noon

In this talk, Erin Meyer offers a timely perspective on an important question: *How do different cultures influence the way to do business when working globally?* She provides a new way for working effectively and sensitively with one’s counterparts.

**You will learn how to:**

- Build a more cohesive team that will work together to bridge gaps and transform differences.
- Analyze the positioning of culture to understand how culture influences your own international collaboration.

**Maintaining Work-Life Balance**

October 10, 2:00-3:30

October 19, 9:00-10:30

**Common Workplace Documents**

October 17, 1:15-2:45

**Disaster Preparedness for the Home**

October 17, 11:00-Noon

October 18, 1:30-2:30

**Bookmark NEW Offerings!**