This month HR Learning and Development encourages you to find value (e.g. importance, worth, or usefulness of something) in your job, your duties, and your campus presence by utilizing the online learning opportunities featured throughout this newsletter.

**Featured Desktop Curriculum**
- MS Office for iPad and Mac (Book)
- Adobe Photoshop CC: Working with Color (3 minute video)
- Microsoft Office 2010: Managing Information with OneNote (1 hour course, broken down into 5 shorter sections)

**Featured Business Curriculum Topics**
- How to Change a Bad Habit (3 minute video)
- Event Management (Book)
- Business Planning Essentials: Performing Key Analyses (1 hour course, broken down into 3 shorter sections)

**Featured IT Curriculum Topics**
- MATLAB Fundamentals (1 hour and 55 minute course, broken down into 7 shorter sections).
- Adobe Captivate 9 Fundamentals: Recording Narration (4 minute video)
- Value Stream Mapping (SkillBrief)
What is Skillport?

Skillport, UA’s online learning system for professional development, provides All UA faculty and staff access to the Desktop Curriculum. Additional Skillport Curriculum licensing is available for departments to purchase and offers a vast array of online learning options with instant access to thousands of learning assets.

What types of licensing curriculum is available through Skillport?

- Desktop Curriculum Licensing
- Business Curriculum Licensing
- IT Curriculum Licensing
- Leadership Advantage Curriculum Licensing
- Professional Advantage Curriculum Licensing

View a complete listing of curriculum available through Skillport.

View a complete listing of books available through Skillport.

We renewed our Skillport licensing contract for 2016 at the beginning of the year, but we still have a limited number of Business and IT licenses available to be purchased at a discounted rate. Please contact Heather Hubbard, for more information.

Are you interested in reviewing the curriculum for one or more of the additional Skillport licenses? If so, please contact Heather Hubbard to setup a 2 week evaluation account.

The Training Academy online learning system is used to provide required compliance training to University employees and students. Visit the Compliance Training page for more information about mandatory compliance training or log into the Training Academy system to review your assignments.
Featured ManageElite Course

You Are Now THEY (12 min): An Intro to Management. One of every three new managers fails in the first 18 months. Getting off on the right foot is critical. Here are five Golden Rules for new managers (and veterans, too).

Featured ManageElite Monthly Bulletin

Managing across the Generation Gaps: America has long dealt with diversity in the workplace. Differences like age, gender, race and ethnicity are part and parcel of the Great Melting Pot. But in one of those rare moments in modern history, Corporate America now encompasses four separate generations working together – or trying to.

You can access the ManageElite training site from the Employee tab once you are logged into your myBama account. You will use the username: hrdevelopment@ua.edu and password - Alabama.

In addition to providing one-on-one confidential support and training, your Employee Assistance Program also provides online resources such as articles, tips, self-assessment, and skill-building tools.

The EAP Skill Builder Center includes short (15 – 20 minute video) courses on a variety of topics which include a short presentation, brief online quizzes and a printable certificate of completion. Go to the EAP site, use “UA” as username, then click in Skill Builder Center (right side of page) to get to the online courses.
Featured EAP Course

*Cultural Diversity in the Workplace*: Every member of the workforce brings unique skills, background, and experience vital to the successful completion of the company's productivity and service goals. Diversity brings to a workforce a rich source of creativity and problem-solving to help reach business goals.

We invite you to be a part of campus-wide collaboration by Sparking a Conversation with the HR Learning and Development team. If you have any comments, questions, feedback, technology tips, success stories about what you’ve learned, or you just need some help finding the right resources, then Spark a Conversation with the HR Learning and Development team.

Explore your interests. Develop your skills. SPARK your learning and development.

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