HR Learning and Development has created the Spark Online Learning Resources Website to provide all UA employees with easy, one-stop access to all of their online-learning needs for professional development. On the Spark website, employees can easily navigate to online-learning portals, such as Skillport, Training Academy, ManageElite, as well as other UA Training Resources across campus.

We hope to continuously grow and expand the online learning resources to meet the needs of employees on campus. 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 click on the button below to Spark a Conversation with the HR Learning and Development team.

Discover New Challenges: We challenge you to set aside 10 minutes each day for learning and development.
We are excited about the arrival of Skillport 8.0. As you navigate through Skillport 8.0, make sure you check out the upcoming instructor-led training, review the featured online courses on the home screen, perform a keyword search when looking for specific topics, or browse the library of resources to see what all is available. Also in the all-new 8.0, users will now be able to log-in using myBama credentials. You will see a login screen that looks similar to myBama and you will use your myBama user name and password to access Skillport.

All current University employees have free, 24 x 7 access to Skillport’s Desktop curriculum, which covers common desktop applications and skills. See the featured desktop curriculum for ways to get started.

**Featured Desktop Curriculum**

- [Balanced Scorecards and Operational Dashboards with Microsoft Excel](#) (book)
- [Access 2013 Bible](#) (book)
- [Sharing and Collaboration in Word 2013](#) (1 hour course broken down into 10 shorter topics)
- [Microsoft PowerPoint 2013: Saving Chart Templates](#) (2 minute video)
- [Microsoft PowerPoint 2013: Protecting Presentations with a Password](#) (3 minute video)
- [Presentation Rehearsal](#) (SkillBriefs)
Discover ways to expand your Skillport library of resources, by purchasing an IT or Business Curriculum license.

Departments can purchase additional licenses to access Business and IT courses and resources, including online courses, videos, books, expert mentoring, certification prep courses and exams, and blended learning resources.

**Featured Business Curriculum Topics**

- Discovering the Leader in You: How to Realize Your Leadership Potential, New and Revised (book)
- Problem Solving: Determining and Building Your Strengths (1 hour course broken down into 3 shorter topics)
- Creating a Positive Attitude (2 hour course broken down into 8 shorter lessons)
- Leading Teams: Motivating and Optimizing Performance (1 hour course broken down into 3 shorter topics)
- Initiating Discovery Meetings (15 minutes video)

**Featured IT Curriculum Topics**

- Big Data Application Architecture Q & A: A Problem-Solution Approach (book)
- Apache Mahout Essentials (book)
- Programming and Deploying Apache Spark Applications (3 hour course broken down into 28 shorter topics)
- Data Flow for the Hadoop Ecosystem (2 hour course broken down into 19 shorter topics)
- Big Data: Big Data Challenges (3 minute video)
The Training Academy online learning system is used to provide required compliance training to University employees and students. All faculty, staff, and student employees must complete training on Child Protection Policy, Hazard Communication, and Harassment. Specific training may also be assigned based on employment status, work environment, or course enrollment. Visit the Compliance Training page for more information about mandatory compliance training.

**Training Academy Updates**

The majority of the courses in the Training Academy learning management system are now running Java-free. A small number of EHS courses still require Java, but will be updated by January 2016.
ManageElite is an online learning system available for our supervisors and managers offering 14 courses which address critical topics that lead to better managers. Each course is delivered in a short (10 – 22 minute) interactive online format that makes training convenient for your busy schedule. In addition, ManageElite posts a 2-5 page fast-read bulletin that covers critical management and employment law topics.

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.

**Featured ManageElite Course**

9 Mistakes New Managers Make (19 minute video): Managing isn't easy. And it's even harder without adequate training and preparation. Our study uncovered that 79% of companies either have no training or just informal training for newly promoted managers. This module is designed to help new supervisors acquire the skills they need to succeed and the 9 biggest mistakes most newly promoted managers make.

**Featured ManageElite Monthly Bulletin**

9-Step Plan to Employee Greatness: Some people are simply driven to do well. They don’t need much encouragement. But for all the rest, that’s where a good manager comes in. Everybody likes to do well in order to feel good about themselves. Managers can help them do that with this simple nine-step plan to greatness.
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.

**Featured EAP Course**

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.

**Accountability** (target audience- supervisors)

Individually people must be accountable for their own performance, but managers must also be accountable for employees' performance. You must clearly define and express expectations in order for them to perform at the level that you want them on. You must also provide constructive feedback on a consistent basis with the intent to help improve performance. After completing this Skill Builder you should be able to:

- Create a congruous workplace where employees contribute to the organization's mission
- Identify barriers to employee productivity
- Develop a plan to effectively communicate expectations
- Discuss strategies to hold employees accountable in a way that motivates them and produces results