NOVEMBER/DECEMBER 2026

THE MIND GYM

the official newsletter of Training & Organizational Development

Upcoming Training Opportunities

DATA TRAINING

- Student Data Analytics Toolkit, Nov 9
- Workspace Management, Nov 17
- Oracle BI: Class Mtg Pattern, Nov 18

FINANCIAL SERVICES TRAINING

- Travel & Expense, Nov 10 & Dec 16
- Intermediate University Accounting, Nov 13 & Dec 10
- Advanced University Accounting, Nov 17
- Departmental Ledger Review, Nov 19 & Dec 15
- Introduction to Accounts Payable, Dec 1
- Understanding Internal Billing, Dec 3
- Introduction to University Accounting, Dec 8
- Fraud & Internal Controls, Dec 9

PERSONAL DEVELOPMENT

- Stressed Out, Nov 19
- Team Building, Dec 2
- Conflict Communication Skills, Dec 3

HUMAN RESOURCES TRAINING

- Criminal History Check Process, Nov 12
- Workers' Compensation, Nov 17
- Family Medical Leave Act, Nov 18
- Form I-9, Guardian, E-Verify, Nov 18 & Dec 16
- ADA Training, Nov 19
- EO Compliance & Reporting, Nov 19
- Compensation Training, Dec 8

STUDENT SYSTEMS TRAINING

- Campus Connect Foundations, Nov 6 & Dec 4 & 11
- Targeted Outreach & Strategic Messaging, Nov 9
- Designing & Assessing Outreach Campaigns, Nov 16
- Campus Connect 101, Dec 2 & 7
- Platform Analytics & Dashboards, Dec 3

Explore the **Training Catalog** to learn more about available courses and refer to the **Registration Guide** for enrollment guidance. Questions? Contact **training@fsu.edu** or (850) 644-8724.

FSU HUMAN RESOURCES

TRAINING SPOTLIGHT

Professional Development at Your Pace

Can't make an in-person training? You can still build new skills through our On-Demand Learning courses, which provide professional development available anytime, anywhere.

On-Demand Course Enrollment

Enroll in the On-Demand Learning Canvas **course** to access 30+ online training courses covering a wide range of skill development topics, including:

- Business Skills
- Career & Personal Development
- Change Management
- Customer Service
- Health & Wellness
- Leadership Development
- Management Skills



Check out these staff favorites!

Communication Fundamentals
Develop skills to communicate effectively and reduce workplace communication barriers.

Creating & Delivering Business Presentations
Plan, design, and deliver engaging presentations with confidence.

Boost Your Microsoft Office Skills with LinkedIn Learning

Whether you're new to Microsoft 365 or looking to sharpen your skills, LinkedIn Learning offers self-paced courses to help you work more efficiently with the tools you use every day.

- **Word Essential Training** (3h 5m)
- **PowerPoint Essential Training** (2h 44m)
- **Excel Essential Training** (4h 32m)
- **Outlook Essential Training** (2h 12m)
- **Microsoft Office Accessibility for Beginners** (24m)

Take advantage of your complimentary **LinkedIn Learning** access through FSU to build valuable workplace skills at your own pace. Visit **FSU ITS** for more information.

FSU HUMAN RESOURCES