

JANUARY 2026

# THE MIND GYM

the official newsletter of Training & Organizational Development

## Upcoming Training Opportunities

### DATA TRAINING

- Data Literacy, 1/21
- Excel Day 0, 1/22
- Highly Effective Teaming: Using Microsoft Teams in Your Office, 1/27
- Fundamentals of Data Handling, 1/29
- Excel Day 1, 1/29
- Oracle BI: Term Statistics, 2/3
- Excel Day 1 (remote), 2/5
- Oracle BI: Class Enrollment, 2/5

### PERSONAL DEVELOPMENT

- Intro to Green Office Certification, 1/28
- Stressed Out, 2/4
- Conflict Communication Skills, 2/9 & 2/19
- Mindfulness, 3/17
- Burnout: Coping with Stress, 4/17

### FINANCIAL SERVICES TRAINING

- Travel Expense and Concur, 1/21
- Intermediate University Accounting, 1/23
- Advanced University Accounting, 1/27
- Departmental Ledger Review, 1/28
- Introduction to Accounts Payable, 2/3
- Deposit Accounting, 2/10
- Introduction to University Accounting, 2/12

### HUMAN RESOURCES TRAINING

- Family Medical Leave Act, 1/21
- Attendance & Leave Policy/Procedures, 1/21
- eTime for Dept Reps & Supervisors, 1/21
- The Nole e-Recruit Experience, 1/22
- Anti-Sexual Misconduct Workshop, 1/22
- Workers' Compensation, 1/27
- ADA Workshop, 1/28
- EO Compliance & Reporting, 1/28 & 2/17
- HR Bootcamp I, 2/11
- HR Bootcamp II, 3/2

### STUDENT SYSTEMS TRAINING

- Targeted Outreach/Strategic Messaging, 2/2
- Campus Connect 101, 2/4
- Campus Connect Foundations, 2/6
- Designing and Assessing Outreach Campaigns, 2/9
- Platform Analytics and Dashboards, 2/12



### Questions?

Email: [training@fsu.edu](mailto:training@fsu.edu)

Phone: (850) 644-8724

Please visit the [university calendar](#) to access training descriptions, course numbers, and links to register in the [OMNI HR](#) Learning & Development portal.

# TRAINING SPOTLIGHT

## Team Building: Presented by the EAP

January 29 | 9:00 a.m. - 10:30 a.m. (In-Person)



The goals of this workshop are to help each participant gain a deeper understanding of their own style, learn about the unique styles of their coworkers, and apply this knowledge in practical ways to enhance the workplace environment and strengthen team collaboration.

**Individuals and teams are encouraged to participate**—whether you're looking to better understand your own style or strengthen team dynamics, this workshop offers practical tools and insights that benefit everyone.

### REGISTER FOR TRAINING



- Visit [my.fsu.edu>HR>Learning and Development>Request Training Enrollment](https://my.fsu.edu/HR/Learning%20and%20Development/Request%20Training%20Enrollment)
- Search by course name 'Team' or number 'LSTD01'
- Contact [training@fsu.edu](mailto:training@fsu.edu) or reference the [Training Registration Guide](#)

## Organizational Development Resources

The Office of Training and Organizational Development offers workplace training and professional development courses in collaboration with departments across campus.



Explore FSU's [Training Course Catalog](#) to discover learning opportunities available to faculty and staff. Use it to set your professional development goals and build a personalized training plan that fits your growth path.



Head straight to the FSU [Events Calendar](#) to browse upcoming training sessions and register with just a few clicks—your next learning opportunity is waiting!



Access thousands of expert-led LinkedIn Learning courses to build skills, grow professionally, and explore new interests—login at [its.fsu.edu/LinkedInLearning](https://its.fsu.edu/LinkedInLearning).

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