

THE MIND GYM

the official newsletter of Continuous Improvement & Training



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CERTIFICATE SERIES**

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TRAINING CALENDAR

FEBRUARY

More training
opportunities can
be found on the
[Training Calendar.](#)

Training Spotlight: Supervisor Development

Supervisor training can help new and experienced supervisors to establish and enhance their supervisory skills. If you are a supervisor seeking to expand your knowledge of FSU policy, consider enrolling in these training courses offered this month:

Understanding the Americans with Disabilities Act

Thursday, February 15 | [More Info](#) (Virtual Event)

- Examine issues related to disability law, reasonable accommodations, and ADA requirements.

Anti-Sexual Misconduct Awareness & Prevention

Thursday, February 8 | [More Info](#) (Virtual Event)

- This course is for all employees and reviews reporting requirements and procedures.

FMLA: Family Medical Leave Act of 1993

Wednesday, February 28 | [More Info](#) (Virtual Event)

- Learn how to manage employees who are on FMLA leave.

If you want to browse other supervisory training classes available year-round, visit the [Training Catalog.](#)

Global Partner Certificate

Spring 2024 Training Dates Available

The Global Partner Certificate is an initiative of the Center for Global Engagement (CGE) designed for employees (staff, faculty, and graduate students) interested in learning how to better assist international students and scholars at FSU. Participants must complete the Bridging Cultures Workshop Series and attend three intercultural events to receive the certificate. Get registered for the workshops today!



- February 9: Bridging Cultures I: Introduction to Intercultural Communication
- March 1: Bridging Cultures II: International Cultural Adjustment from Global to Local
- March 22: Bridging Cultures III: Unpacking Intercultural Conflict Communication
- April 19: Bridging Cultures IV: Roadmap for Continuous Learning

For more information, please visit cge.fsu.edu/certificates-training/global-partner-certificate.

Do you want to improve your data analysis skills or learn how to use data visualization tools?

Check out the "All Things Data" workshops offered this month for FSU employees, presented by the Office of Institutional Research!

Seats will fill up quickly for these highly attended sessions. Please view the registration instructions at tinyurl.com/fsuhrtraining and use the course number to enroll.



All Things Data Workshops	
2/5	Excel Advanced (PDXLS3)
2/6	Oracle BI: Term Statistics (BITS1)
2/8	Oracle BI: Class Enrollment (BICE2)
2/12	Power BI: Introduction (PBIX01)
2/16	Power BI: Advanced (PBIX03)
2/26	Introduction to Power Automate (PWAUT1)

Questions about anything in the newsletter? Contact us at training@fsu.edu or (850) 644-8724
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