

# THE MIND GYM

*the official newsletter of Continuous Improvement & Training*

## Stay Compliant, Stay Ahead! Participate in Compliance Training

Compliance training helps employees understand and adhere to laws, regulations, and industry standards relevant to their roles. As a manager or leader within an organization, enhancing your understanding of key compliance areas can mitigate risks and better prepare your team.

### Why participate in compliance training?

- Reduce the risk of non-compliance
- Promote a safe work environment
- Clarify organizational policies
- Positively impact company culture
- Improve decision-making
- Enhance employee confidence

Check out the upcoming training dates for compliance training and get registered!

Don't forget to check the university's **Training Calendar** to explore other training topics available in July, such as:

- Team Building
- Bridging Cultures I
- Financial Classes
- Basic Excel and Power BI
- Introduction to Data
- And much more!

### Upcoming Training Dates

- ✓ Equal Opportunity & Compliance ([7/10](#))
- ✓ Workers Compensation ([7/11](#))
- ✓ Fraud & Internal Controls ([7/12](#))
- ✓ Understanding the ADA ([7/18](#))
- ✓ Family Medical Leave Act of 1993 ([7/24](#))
- ✓ Attendance & Leave Policies ([7/25](#))
- ✓ Anti-Sexual Misconduct Awareness ([7/30](#))

*NOTE: Click on the date of the training to view the class description and registration link.*

# On-Demand Learning

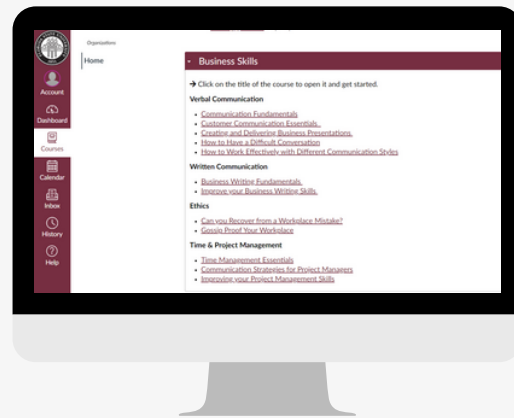


## *Knowledge When You Need It*

We're excited to share a new **On-Demand Learning Platform**, a flexible and user-centric approach to learning and professional development that fits your busy schedule. You can shape your learning experience with on-demand courses to meet your unique learning needs. Learning content is delivered in concise, manageable units, perfect for learning in short bursts.

### What course topics are available?

- Business Skills
- Written & Verbal Communication
- Time & Project Management
- Career & Personal Development
- Change Management
- Customer Services
- Health & Wellness



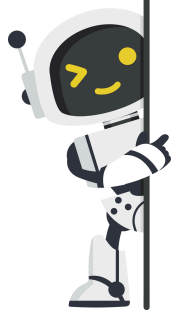
### Enroll in the On-Demand Learning Platform

The platform is delivered to employees via Canvas. To access the learning courses, join the Canvas site by clicking [here](#).

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## LinkedIn Learning Staff Pick

### Streamlining Your Work with Microsoft Copilot



For the times you need a little extra help, ask your Copilot.

Copilot for Microsoft 365 (M365) is a new AI-powered productivity solution to help you work smarter and faster with features like intelligent writing assistance, message summarization, data analysis and content creation.

Generative AI is intersecting with higher education at FSU and changing how we learn and work. Learn the core concepts of artificial intelligence and generative AI functionality with this online [LinkedIn Learning Path](#) and earn a professional certificate from Microsoft. For more information, visit the AI @ FSU [website](#).

Questions about anything in the newsletter? Email us at [training@fsu.edu](mailto:training@fsu.edu) or call (850) 644-8724.