

MAY 2025

THE MIND GYM

the official newsletter of Training & Organizational Development

Upcoming Training Opportunities

COMPUTER BASED LEARNING

- Browse FSU's [online training courses](#) available via Canvas.
- Find a [LinkedIn Learning](#) course.

HUMAN RESOURCES TRAINING

- Criminal History Background Check, 5/1
- Family Medical Leave Act of 1993, 5/7
- Form I-9, Guardian, E-Verify, 5/21

FINANCIAL SERVICES TRAINING

- Introduction to Accounts Payable, 5/6
- Travel & Expense, 5/14
- Intermediate University Accounting, 5/20
- Understanding Internal Billing, 5/21
- Advanced University Accounting, 5/22
- Departmental Ledger Review, 5/29

STUDENT SYSTEMS TRAINING

- Campus Connect 101, 5/7 & 5/11
- Campus Connect Foundations, 5/9
- Designing & Assessing Outreach Campaigns, 5/19

CERTIFICATE SERIES

These curated training series help employees develop skills and earn formal recognition:

- Academic Advising 101
- All Things Data
- Campus Connect Expert
- Customer Service
- eSPEAR
- Financial Basics
- Financial Administrator
- HR Bootcamp
- HR Department Representative
- Student Coaching Skills

To view individual certificate requirements, visit the HR Training [website](#) or contact us.



Questions?

Email: 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

On-Demand Learning for Employees

With on-demand training, you have the power to shape your learning experience to meet your unique learning needs. Learn at your own pace, at a time and place that suits you best.

Access On-Demand Training

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!

Coping with Workplace Change

Change in the workplace varies. This course covers five common reactions and strategies to embrace it.

The Basics of Managing Stress

We all face stress. This course covers stress management basics, common triggers, and coping strategies.

Mental Health & Wellbeing Resources

Employee Mental Health Website

Human Resources has created a dedicated **webpage** listing providers currently accepting appointments for employees affected by the tragic incident that occurred on April 17.

EAP for Supervisors Training

Wednesday, May 14 | 9 a.m. - 10 a.m.

Join this remote session designed to help supervisors identify early signs of employee struggles and how the Employee Assistance Program can offer support. Registration is required in the OMNI HR Learning & Development **portal**.



For more training opportunities, please visit hr.fsu.edu/train.
If you have any questions, contact training@fsu.edu or (850) 644-8724.