



Learning and Wellness

June Schedule of Classes



**Enhance your
technology skills**

Shiftplanning

Discover how this scheduling software can change the way you manage staff schedules

June
15

10:00am-
11:00am

Library -
DISCOVERe
Hub

Course #
000604

Trello

Learn how to use this simple & flexible app for all project management needs

June
16

10:00am-
11:00am

Library -
DISCOVERe
Hub

Course #
000526

Notability/Evernote

Find out why these are the best note-taking apps around!

June
17

10:00am-
11:00am

Library -
DISCOVERe
Hub

Course #
000606

Lynda for Managers

Maximize the tools of Lynda.com for you and your staff

June
25

10:00am-
11:00am

Library -
DISCOVERe
Hub

Course #
000501

10 Apps that Will Change your Life

Back by popular demand from STAR Day!

June
26

10:00am-
11:00am

Library -
DISCOVERe
Hub

Course #
000605

FERPA

Learn the in's and out's of the Family Educational Rights and Privacy Act

June
10

10:00am-
11:00am

Library
3212

Course #
000607

Fresno State's New Key Policy/Procedures: What You Need to Know

June
23

10:00am-
11:00am

Library
3212

Course #
000610

 <p>Expand your Knowledge</p>	<p>Communicating Cooperatively At Work</p> <p>Learn steps for clear communication strategies</p>	June 24	11:00am-12:00pm	Library 3212	Course # 000608
	<p>Fresno State's New Key Policy/Procedures: What You Need to Know</p>	June 25	1:00pm-2:00pm	Library 3212	Course # 000610
	<p>Fresno State's New Key Policy/Procedures: What You Need to Know</p>	June 30	1:00pm-2:00pm	Library 3212	Course # 000610
 <p>Focus on a Healthy U</p>	<p>Yoga</p>	Every Tuesday and Thursday	3:45pm-4:45pm	Education 140	Course # 000404
	<p>Tai Chi</p>	Every Wednesday and Friday	3:45pm-4:45pm	Education 140	Course # 000136
	<p>Additional online learning opportunities available at Lynda.com</p>				
<p>Coming in July!</p>		<p>Performance Evaluations Customer Service Assertive Communication Fitness Aquatic Classes</p>			
<p>For more information call 278-5330 or visit us at: www.fresnostate.edu/adminserv/hr/learning</p>					

Having trouble registering for workshops? Follow these 3 easy steps:

1. Login to the "MyFresnoState" portal ([click here](#))
2. Select "Employee Self- Service"
3. Select "Requesting Training Enrollment" and choose a workshop from the course listings