

CHART A NEW COURSE



Professional & Organizational Development | Summer 2024

EXPLORE OPPORTUNITIES TO CHANNEL YOUR SKILLS AND CAREER IN A NEW DIRECTION

June Classes	Session Dates	Format	Fee
Supervising in a Diverse Workplace (Q0240)	June 25 & 27	Live Online	\$180
What's the Word: Inclusivity in Language (Q1780)	June 26	Live Online	\$130
Difficult People and Difficult Behavior: Tips, Tactics, and Tools (Q0050)	June 27	Live Online	\$160
July Classes	Session Dates	Format	Fee
Communication Style: Creating Positive Relationships and Results (Q0030)	July 2	Live Online	\$175
Managing Employee Performance (Q0570)	July 9 & 11	Live Online	\$160
SLP Level 2: Core Strengths — Results Through Relationships (SLP210)	July 9 & 10	Live Online	\$300
Compensation: The Basics (Q0600)	July 10	Live Online	\$125
Working Smarter (Q1470)	July 11	Classroom	\$180
Project Management Essentials (Q0460)	July 15 & 29	Live Online	\$230
Onboarding for Success (Q0100)	July 16	Classroom	\$140
Learning to Lead (Q0200)	July 16 & 18	Live Online	\$175
Managing Corrective Action at UW (Q0070)	July 17	Live Online	\$160
Conflict Management (Q1220)	July 17	Hybrid	\$170
Making the Move From Peer to Supervisor (Q0170)	July 18	Classroom	\$130
Building a Positive Work Culture (Q0260)	July 22 & 24	Live Online	\$190
Emotional Intelligence (Q0110)	July 23 & 25	Live Online	\$225
Exploring Cultural Competence (Q1200)	July 23 & 25	Live Online	\$160
August Classes	Session Dates	Format	Fee
Customer Service Excellence (Q0220)	August 1	Live Online	\$140
NEW Well-Being in Times of Uncertainty (Q1910)	August 1	Classroom	\$190
A Practical Approach to Anti-Racism (Q1770)	August 6 & 8	Live Online	\$200

August Classes, cont.	Session Dates	Format	Fee
Time Management (Q0510)	August 7	Live Online	\$150
Systems Wisdom (Q1640)	August 13	Classroom	\$200
Discovering Your Dependable Strengths (Q0910)	August 14 & 21	Live Online	\$230
UW Hiring Processes (Q1051)	August 15	Live Online	\$125
Communication Style: Creating Positive Relationships and Results (Q0030)	August 20	Live Online	\$175
Implementing Equitable Hiring Practices (Q0140)	August 20 & 22	Classroom	\$160
Effective Business Writing (Q1790)	August 22 & 29	Live Online	\$200
Strategic Planning Tools (Q1290)	August 27	Live Online	\$160
How the U(W) Works (Q1760)	August 28	Hybrid	\$130

September Classes	Session Dates	Format	Fee
Human-Centered Design for Innovation and Creative Problem Solving (SLP250)	September 5 & 12	Live Online	\$170
Managing Up (Q1740)	September 10	Live Online	\$160
Presentation Excellence (Q0620)	September 17 & 19	Classroom	\$180
Increasing Your Influence (Q1240)	September 18	Hybrid	\$140
NEW Professional Writing: The Art of Storytelling (Q1900)	September 17 & 19	Live Online	\$180
The Multi-Generational Workplace (Q0730)	September 24 & 26	Live Online	\$160
Basics of UW Procurement (Q0530)	September 25	Live Online	\$120

Self-Paced Online Learning	Session Dates	Fee
Captivate Your Audience — Fundamentals of Content Writing (QA000)	Ongoing	\$75
Employee Experience Accelerator (QA003)	Ongoing	\$45
Goal Setting for Success (QA001)	Ongoing	\$75
The Not-So-Simple Sentence — Revisiting Punctuation and Grammar (QA004)	Ongoing	\$75

POD'S CLASS FORMATS

Whether you'd like to learn online, onsite at our Roosevelt Commons classrooms, or at your own pace, POD offers several different class formats to help meet your needs and preferences. See course descriptions in our [online catalog](#) for information about the format of each class. For scheduled classes, register by the cutoff date shown online. For self-paced courses, register anytime and complete by the end of the quarter (9/25/24).

- **Self-paced online course.** Class content is delivered via a self-paced online course. After registering, participants receive a link and will have through the end of the quarter to complete the online course.
- **Live online session.** Class content is delivered via live online Zoom session(s) with supplemental materials (PDF, printed materials, or a book).
- **Hybrid course.** Class content is delivered via live online Zoom session(s) and self-paced online learning.
- **Classroom session.** Class content will be delivered in-person at Roosevelt Commons East, and participations will receive supplemental materials such as a book or printed workbook.
- **Mixed format.** Class content is delivered through a combination of two or more of the above formats.

