

# Employee & Organizational Development

Division of Human Resources  
1700 Lomas Blvd NE, Suite 1200  
MSC01 1222 277.1555

## August 2019

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Go to <a href="#">Learning Central</a> to REGISTER, WITHDRAW, or ADD/REMOVE items from your Learning Plan. EOD Cancellation Policy: A \$25 administrative fee will be applied to all cancellations occurring within 48 hours of the session. Please cancel 48 hours or more in advance to avoid this fee. For parking details, upcoming workshops, and other current events at EOD, visit <a href="#">our website</a>.</p>			1	2 7 Habits of Highly Effective People (3-Part Course) 8:30 - 4:30
<p>Lobo U - New Employee Orientation 8:30 - 12:20 Facilitator: Bonnie Minkus-Holmes</p>	<p>Are You "Well" Aware?... Tips for a healthier you! 8:30 - 11:30</p>	<p>Department Time Entry 8:30 - 12:00</p>	8	<p>7 Habits of Highly Effective People (3-Part Course) 8:30 - 4:30 Banner Workshop for Advisors 9:30 - 12:00 LoboAchieve for Staff 1:00 - 3:00</p>
<p>Lobo U - New Employee Orientation 8:30 - 12:20 Facilitator: Cynthia Pérez-Chávez</p>		<p>LoboTime Time Manager/Supervisor 9:00 - 11:30</p>	15	<p>7 Habits of Highly Effective People (3-Part Course) 8:30 - 4:30</p>
<p>Lobo U - New Employee Orientation 8:30 - 12:20 Facilitator: Bryan O'Neill</p>			22	
<p>Lobo U - New Employee Orientation 8:30 - 12:20 Facilitator: Cynthia Pérez-Chávez</p>	<p>Purchasing Process for Departments Lab 8:30 - 12:30 Employee Life Cycle Management Workshop 8:30 - 3:30</p>		<p>Purchasing &amp; A/P Policies &amp; Procedures 2:00 - 4:30</p>	<p>Banner General Person Certification 8:30 - 5:00</p>

TRAINING