



Training & Development Services

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FALL 2007 EMPLOYEE PROFESSIONAL DEVELOPMENT AND TRAINING SCHEDULE

The employee professional development and training schedule for the 2007 fall semester has been posted to the UA Seminars page. Seating is limited so be sure to register early! To enroll in a class, visit www.uakron.edu/seminars

OCTOBER	
9	All Aboard! (Bringing New Part-Time Employees On Board)
11	Reaching for Stellar Service
16	Healing Customer Relationships
17	DISC Improving Communication and Reducing Conflict
19	Thunderbolt Thinking: Innovation Fundamentals
23	Team up for Seamless Service
24	Building Work Relationships with Constructive Conflict Resolution
30	Improving Personal Productivity
NOVEMBER	
6	Guiding Customer Conversations-I
6	Impacting Your Work Processes
7	Negotiating Effectively
13	New Employee Orientation
13	Sexual Harassment Prevention
15	Guiding Customer Conversations-II
15	Give 'Em the Pickle!
19	Emergency Action Plan
20	Caring for Customers
20	DISC: Improving Communication and Reducing Conflict
27	Expanding Customer Relationships
DECEMBER	
5	Managing Projects
6	Sexual Harassment Prevention
6	Fish! In The Workplace
10	New Employee Orientation
10	Sexual Harassment Prevention

For more detailed information log into the Training & Development website at: www.uakron.edu/seminars