

Learning Services Now Offers Web-based Classes!!!

To register and get an access code, contact LaSheree Mayfield at 404-727-7607.

Cost: \$60 for year-long access per class.

Self-directed learning just got a bit easier. You can take these classes at your pace, stop and start at your convenience. These interactive, self-paced courses are a great way to develop your skills—even with a busy schedule.



Taking Charge of Your Development: This web-based training course enables employees to initiate, create, and execute their own development plans with their leader.

- Identify the skills, knowledge, and behaviors you need in order to succeed in your job and that align with your organization's strategy.



Making Meetings Work: This course helps leaders save time and resources by leading meetings that support organizational needs. Leaders learn how to plan, facilitate, and follow-up on meetings (including virtual meetings) to ensure that there is a payoff for the time invested in meetings.

- Plan, facilitate, and follow-up on meetings to ensure that results are achieved.



Developing Others: This course provides leaders, coaches, and mentors with a practical process and the skills necessary to develop talent. It focuses on the leader's role before, during, and after the development plan.

- Assist team members in the creation of meaningful development plans that focus on the organization, the team, and their individual development needs.