

April / May 2018			
Course	Date	Time	Location
<b>Professional Development</b>			
Organizational Excellence Certificate: Leaders @ Change	4/18/2018* 5/16/2018*	2:00 – 4:00 p.m. 2:00 – 4:00 p.m.	*HR Training Room University Village Suite 208
Crucial Conversations Supervisors/Managers only	4/25/2018* & 4/26/2018*	*9:00 a .m. – 5:00 p.m.	Day 1 – <a href="#">CHASS   Room 3023</a> Day 2 – <a href="#">EH&amp;S   Room – Lyceum</a>
Facilitation Skills Workshop	5/15/2018	9:00 a.m. – 12:00 p.m.	HR Training Room University Village Suite 208

All enrollments are conducted through the UC Learning Center (LMS). To enroll, please follow these instructions:

1. Log into LMS at <http://ucrllearning.ucr.edu>
2. Use the search tool and enter a keyword from the course title to find the course
3. In the search results, click on *Register* for the course of interest
4. Select the upcoming class you wish to attend
5. Click the *Next* then *Submit* buttons

For information about LMS (including step-by-step instructions and FAQs) visit the UC Learning Center Support website at <http://cnc.ucr.edu/lms>.

If you have any questions, please contact Michelle Elrod at extension 2-1399 or via email at [michelle.elrod@ucr.edu](mailto:michelle.elrod@ucr.edu).