



5 GROUPS

That Benefit from Professional Development & Training Materials on Campus

1

NEW STUDENTS

Teach them to build an academic plan and prepare for college success, from learning to manage their time and money to specific LMS training for keeping up with their coursework.

Check out these courses and topics:

Successful Time Management, How Involved Should I Be in Campus Life? How Do You Choose a College Major? How Do I Succeed in an Online Class? LMS Student Training



2

FACULTY



Offer LMS training as they build courses for online or hybrid learning.

Check out these courses and topics:

LMS Instructor Training (Blackboard, Moodle, Canvas, D2L, etc.), Teaching in a Virtual Classroom, Creating Engaging Lessons Online

3

COLLEGE STAFF

Build strong teams by offering professional development course modules and software skills training.

Check out these courses and topics:

Office 365 Training, Excel Training, Zoom Training, Adobe Suite Training, Effective Meetings, Communication Tune-Up Training



4

GRADUATING STUDENTS & JOB SEEKERS



Prepare them for career success with job search, skill, and soft skill training.

Check out these courses and topics:

Persuasion & Negotiation Training, Professional Etiquette, Keys to Networking & Internships, Landing the Job: Interview Techniques, Professionalism in the Workplace

5

WRITING CENTERS

Provide support for writers of all levels from new students to graduates.

Check out these courses and topics:

Grammar 101, Effective Note-Taking, Types of Papers, Planning a Paper, How Do I Become an Effective Writer? Business Writing, Tips for Writing Tutors



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