

In collaboration with:

Learn *Inspire* Grow  
TALENT AND ORGANIZATIONAL DEVELOPMENT  
UNIVERSITY OF MIAMI

Access free online training at:  
[ulearn.miami.edu](http://ulearn.miami.edu)

## At a glance:

**ULearn** – the University’s Learning Management System (LMS) – has been expanded to include the following for faculty and staff:

- Over **2,000 online courses** in a variety of topics.
- Over **100,000 books and videos** from top authors.
- No-fee professional **certification courses**.
- Interactive business and leadership **live events**.

## Who can use it?:

ULearn’s training opportunities are available at no cost for UM faculty, staff, and student employees.

## Learn more:

Join an upcoming [live webinar](#) to learn more about new courses and enhancements. For more information, including tip sheets, please visit [UMIT’s ULearn service webpage](#).

## Who to contact:

For more information about professional development opportunities, contact TOD at: [miami.edu/learn](http://miami.edu/learn) or [tod@miami.edu](mailto:tod@miami.edu). For technical support, contact the UMIT Service Desk at: (305) 284-6565 or [help@miami.edu](mailto:help@miami.edu).

# ULearn Expansion

*Thousands of new professional development opportunities!*

Talent and Organizational Development (TOD) in collaboration with UMIT has expanded **ULearn** to include **over 2,000 new professional development courses and certifications**, as well as **over 100,000 books and videos**. Also, ULearn now has a new learner-friendly homepage – which has an enhanced search bar feature, shortcuts to featured trainings, and easy access to help and support.



**U Learn**

*"The style of the new modules makes it easy for leaders and staff to acquire skills that are easily transferable to their daily activities with minimal downtime. I learned all the steps needed from conception to implementation to successfully manage my project. The new resources available in ULearn will make it easier to enhance my skills and do my job more effectively and efficiently."*

- Adeline Lalanne,  
Office Manager, Central Business Office

## Featured training:

On the ULearn homepage, you now have access to curated featured training on a variety of topics that may be helpful to you. Periodically, training will change to spotlight new courses and curriculum. Currently, the following training is featured on the ULearn homepage:

- **First Time Manager Essentials:** This series of courses will provide you the skills necessary when switching from individual contributor to manager.
- **Microsoft Excel:** Many Excel course options are available to enhance your knowledge. Browse this subject area to find what fits your skill level.
- **Project Management:** Quickly benefit from core skills needed to meet your project’s goals. This series of courses include “bite-size” learning, which is short but impactful subject content available when you’re pressed for time.
- **Working with Difficult People:** In this series, learn how to respond and relate to negative people in the workplace, including: adopting skills of self-management, managing conflict, and giving feedback.
- **Navigating Through Change:** This series of courses will give you a better understanding of organizational change and tools to not only survive change, but thrive in it.