


MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Sign up is easy! Enroll online through the LMS today to reserve your seat.</p>			<p>1 Strategic Planning & Systems Thinking</p>	<p>2 Workplace Harassment (1/2 day)</p>
<p>5</p>  <p>Take advantage of State pricing on computer classes through New Horizons. Learn More</p>	<p>6 Adv. Principles of Communication Part 2</p> <p>Financial Budgeting</p> <p>Diversity Employees (1/2 day)</p>	<p>7 Advanced Procurement</p> <p>Getting Things Done</p>	<p>8 Emotional Intelligence</p> <p>Managing Stress & Workplace Accountability ½ day (Day 1)</p>	<p>9 Adv. Principles of Communication Part 1</p> <p>Managing Stress & Workplace Accountability ½ day (Day 2)</p>
<p>12 Crucial Conversations (Day 1)</p>	<p>13 Crucial Conversations (Day 2)</p> <p>Creative Thinking</p>	<p>14 Crucial Conversations (Day 3)</p> <p>Cultural Competency ½ day (Day 1)</p> <p>Diversity for Managers</p>	<p>15 Crucial Conversations (Day 4)</p> <p>Cultural Competency ½ day (Day 2)</p> <p>Investigating Employee Misconduct</p>	<p>16 Crucial Conversations (Day 5)</p> <p>Enhancing Team Membership</p>
<p>19 Professional Impact</p>	<p>20 Managing Conflict & Resistance</p>	<p>21</p>	<p>22 Generational Diversity</p>	<p>23</p>
<p>26</p> 	<p>27 Project Management Fundamentals</p> <p>Managing Effective Meetings (1/2 day)</p>	<p>28 Leading Through Change</p>	<p>29</p>	<p>30 PDS contact info: Email: PDS@iowa.gov Phone: 515-281-5456</p>