



2016 Fall Training Schedule

Training

Training				
September				
15	<i>Financial Wellness</i>	Medicare/Medigap Helpline Services	DOA	St. Croix Room
21	<i>Health and Wellness</i>	Myth of Cholesterol (Webinar)	DOA	Yahara Room 114
22	<i>Professional Development</i>	Personal Resilience	DOA	Yahara Room 114
28	<i>Diversity/EEO</i>	Essentials of an Effective Affirmative Action Advisory Committee (AAAC)*	DOA	Yahara Room 114
29	<i>Professional Development</i>	Respectful Workplace*	DOA	St. Croix Room
October				
4	Well Wisconsin Biometric Screening Event	Biometric Screening	DOA	Monona Terrace
4	<i>Professional Development</i>	Expanding Your Sphere of Influence	DOA	Yahara Room 114
6	<i>Financial Wellness</i>	Three Transitions to Retirement	DOA	Yahara Room 114
11	<i>Professional Development</i>	Basic Supervisory	DOA	Yahara Room 114
12	Flu Clinic	DOA Flu Clinic	DOA	St. Croix Room
13	Flu Clinic	Public Service Commission Flu Clinic	DOA	Pecatonica Room
13	<i>Diversity</i>	The Other Wes Moore (Diversity Book Series)*	DOA	Yahara Room 114
13	<i>Financial Wellness</i>	Investment Allocation in Retirement	DOA	St. Croix Room
25	<i>Health and Wellness</i>	Family Routine	DOA	St. Croix Room
25	<i>Diversity/EEO</i>	Reasonable Accommodation*	DOA	Yahara Room 114
27	<i>Professional Development</i>	Key Conversations	DOA	Yahara Room 114
November				
1	<i>MS Excel Level 2</i>	Charts and Tables	DOA	Room 540
2	<i>Professional Development</i>	The Art of Receiving Feedback: Asserting Your Needs When the Pitcher is a Little (or a lot) Off Base!	DOA	Yahara Room 114
8	<i>MS Excel Level 3</i>	Database Management and Special Database Functions	DOA	Room 540

9	<i>Financial Wellness</i>	Women and Investing	DOA	Yahara Room 114
10	<i>MS Excel Level 4</i>	Pivot Tables	DOA	Room 540
16	<i>Professional Development</i>	True Colors*	DOA	St. Croix Room
16	<i>Health and Wellness</i>	Healthy Eating for Effective Weight Loss (webinar)	DOA	Yahara Room 114
17	<i>Diversity/EEO</i>	Unconscious Bias: Sparking a Conversation*	DOA	Yahara Room 114
December				
7 & 8	<i>Professional Development</i>	Perceptive Communication	DOA	Holiday Inn and Suites Madison West
21	<i>Health and Wellness</i>	Primary Prevention/Healthy Back (webinar)	DOA	Yahara Room 114
*Diversity or EEO credit given for this session.				

OTHER TRAINING OPPORTUNITIES

<u>Harassment Is...</u>	This class is part of <u>New Employee Orientation</u> and is open to all DOA employees, attached agencies, boards and commissions. Participants will receive one-hour credit for attending.	<u>Risk Management Supervisor Seminar:</u> For new and current state supervisors and managers.	UW Office of Human Resource Development www.ohrd.wisc.edu
Training Dates:	Harassment Is... Training time is: 1:30pm to 3:00pm	Register: DOA Internet/Enterprise Operations/Risk Management/training	
September 20, 2016	DOA Building	Training Time: 12:30pm to 4:00pm	Go to www.ohrd.wisc.edu to learn of training opportunities open to state employees.
October 18, 2016	St. Croix Room	Yahara Room	
November 15, 2016	11/15/16 (Yahara Room)	Training Dates:	
December 13, 2016		October 3, 2016	
	Orientation, you do not need to attend this class again.	November 29, 2016	DPM Training Site
			New Supervisor: Leadership
		Employee Trust Funds Internet Site	New Supervisor: Human Resources
<u>Diversity and Generations</u>	This class is part of <u>New Employee Orientation</u> and is open to all DOA employees, attached agencies, boards and commissions. Participants will receive one-hour credit for attending.	Online video library http://etf.wi.gov	
Training Dates:	Diversity and Generations Training time is: 3:00pm to 4:00pm		
September 20, 2016			
October 18, 2016	DOA Building		
November 15, 2016	St. Croix Room		

December 13, 2016	11/15/2016 (Yahara Room)		
	Orientation, you do not need to attend this class again.		