



# August - December 2018 At a Glance Training Guide

This guide provides you with an array of training opportunities to help you customize your training and skill development plan for the upcoming year.

August 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Course Name	Date	Time
CA HR Academy (9 of 10)	Aug 1	1:00 pm – 5:00 pm
CA HR Academy (10 of 10)	Aug 22	1:00 pm – 5:00 pm
Effective Communication	Aug 23	1:00 pm – 5:00 pm
Ethics	Aug 29	8:30 am – 11:30 am

September 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Course Name	Date	Time
Decision Making 101	Sep 12	2:00 pm – 5:00 pm
Mandatory Sexual Harassment	Sep 13	9:30 am – 12:15 pm
Supervisor Training Academy	Sep 12, 13, 17, 18 & 19	8:00 am – 5:00 pm
Crucial Conversations	Sep 27-28	8:00 am – 5:00 pm

October 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Course Name	Date	Time
Effective Communication	Oct 18	8:00 am – 12:00 pm
Ethics	Oct 24	1:30 pm – 4:30 pm
Preventing Sexual Harassment	Oct 25	8:00 am – 10:00 am
Crucial Conversations	Oct 26 & Nov 2	8:00 am – 5:00 pm



# August - December 2018 At a Glance Training Guide

This guide provides you with an array of training opportunities to help you customize your training and skill development plan for the upcoming year.

November 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Course Name	Date	Time
Crucial Conversations	Nov 15-16	8:00 am – 5:00 pm

December 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Course Name	Date	Time
Crucial Conversations	Dec 5/12	8:00 am – 5:00 pm
Effective Communication	Dec 6	1:00 pm – 5:00 pm
Decision Making 101	Dec 11	2:00 pm – 5:00 pm
Ethics	Dec 19	8:30 am – 11:30 am