September Skillsoft Webinars

*Interested in developing your personal or professional life? Join us this September to learn more about Skillsoft training and educational resources, which are available to all VA employees.*

*This month we will feature 6 Skillsoft webinars:*

- Skillsoft, What’s In It For Me?
- Skillsoft Books and Videos
- Skillsoft Just in Time Training: MICROSOFT OFFICE 2016
- Skillsoft Just in Time Training: CONDUCTING MEETINGS
- Tailoring Skillsoft to Meet Your Training Needs
- Skillsoft Leadership Now and Tomorrow

*Please distribute to all interested VA employees! See webinar information below:*

**Skillsoft, What’s In It For Me?**

How can Skillsoft assist you in your personal and professional life? Let us show you the way! This Introductory webinar on Skillsoft resources includes demonstrations on how VA employees can find courses in the TMS, and launch the Skillsoft Books Platform for books and videos. Learn how to find, utilize, and register for Skillsoft courses, books, and videos in the TMS.

**Wednesday, September 5, 2018, 11:00AM-11:45AM EST**

*Join Skype Meeting*  
Trouble Joining? *Try Skype Web App*  
Join by phone 844-358-7954, 844-210-0201, 844-894-0415 access code: 409413563  
Find a local number  
Conference ID: 409413563 (same as access code above)

**Skillsoft, Books and Videos**

Have you heard about Skillsoft’s Books and Videos? This webinar will introduce you to the Skillsoft Books platform. See a demonstration on the use of Skillsoft Books and how to navigate the site to find the training resources you need. In addition, the features and functions of books and videos will be covered – how to download, how to bookmark, how to take notes, etc.

**Tuesday, September 25, 2018 1:00PM-1:45PM EST**
Just-In-Time Skillsoft Training: MICROSOFT OFFICE 2016
Have you ever needed training immediately? Have you ever been given an assignment, and never had any formal training in the task? What do you do? Let Skillsoft assist you in finding that just-in-time training you need. This webinar will center on being asked to use Microsoft Office software, such as Microsoft Word, Excel, or Power Point. We will explore developmental opportunities using Skillsoft resources.

**Wednesday, September 12, 2018 11:00AM-11:45AM EST**

Just-In-Time Skillsoft Training: CONDUCTING MEETINGS
Have you ever needed training immediately? Have you ever been given an assignment, and never had any formal training in the task? What do you do? Let Skillsoft assist you in finding that just-in-time training you need. This webinar will center on being asked to conduct a staff meeting. We will explore developmental opportunities using Skillsoft resources.

**Thursday, September 6, 2018, 11:00AM-11:45AM EST**

Tailoring Skillsoft to Meet Your Training Needs
What if you can’t find the training you or your group needs? This webinar offers ideas to VA employees, training staff, and program leaders on how to tailor current Skillsoft Training to fit their local needs. This webinar introduces the idea of combining Skillsoft courses and books with localized information to create a personalized training plan for you or your organization.
Monday, September 10, 2018, 1:00PM-1:45PM EST

→ Join Skype Meeting  Trouble Joining? Try Skype Web App
Join by phone 844-358-7954, 844-210-0201, 844-894-0415 access code: 84415705
Find a local number  Conference ID: 84415705 (same as access code above)
Forgot your dial-in PIN? | Help

Skillsoft Leadership Now and Tomorrow

Want to be a leader in the VA? Are you looking for training for your leadership program? Skillsoft Has a wide leadership curriculum, regardless of your training needs. Yes, you can develop leadership skills using Skillsoft training and resources!

Thursday, September 27, 2018, 11:00AM-11:45AM EST

→ Join Skype Meeting  Trouble Joining? Try Skype Web App
Join by phone 844-358-7954, 844-210-0201, 844-894-0415 access code: 23821351
Find a local number  Conference ID: 23821351 (same as access code above)
Forgot your dial-in PIN? | Help

For more information, click on the following link:

https://www.valu.va.gov/Home/Explore

and Look for, “Skillsoft All Employee e-Learning Webinars”

Need a Skillsoft Webinar for a particular group?

Contact terik.hartz@va.gov