JANUARY & FEBRUARY 2019

eLearning Webinars

Interested in developing your personal or professional life? Join us this January and February to learn more about online training and educational resources, which are available to VA employees.

- e-Learning, What’s In It For Me?
- Tailoring e-Learning to Meet Your Training Needs
- Leadership, e-Learning Now and Tomorrow
- Preparing and Updating Federal Acquisition Certification Using e-Learning Courseware
- e-Learning Books and Videos
- The All Employee Competency (AEC) Model
- January Book of the Month Discussion, “Unwind”
- February Book of the Month Discussion, “Eat That Frog!”

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

**e-Learning, What’s In It For Me?**

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

*Tuesday, January 8, 2019, 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: 75223340

[Find a local number](#)  Conference ID: 75223340 (same as access code above)  [Forgot your dial-in PIN?](#) | [Help](#)

*Tuesday, February 5, 2019, 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: 625623577

[Find a local number](#)  Conference ID: 625623577 (same as access code above)  [Forgot your dial-in PIN?](#) | [Help](#)

**Tailoring e-Learning 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 e-Learning training to fit their local needs. This webinar introduces the idea of combining e-Learning courses and
books with localized information to create a personalized training plan for you or your organization.

Thursday, January 10, 2019, 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: 335566674
Find a local number  Conference ID: 335566674 (same as access code above)  Forgot your dial-in PIN?  |  Help

Thursday, February 7, 2019, 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: 922056684
Find a local number  Conference ID: 922056684 (same as access code above)  Forgot your dial-in PIN?  |  Help

Leadership e-Learning Now and Tomorrow

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

Tuesday, January 15, 2019 1:00PM-1:45PM EST

→ Join Skype Meeting  Trouble Joining? Try Skype Web App
Join by phone 844-358-7954, 844-210-0201, 844-894-415 access code: 54474917
Find a local number  Conference ID: 54474917 (same as access code above)  Forgot your dial-in PIN?  |  Help

Tuesday, February 12, 2019 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: 802980230
Find a local number  Conference ID: 802980230 (same as access code above)  Forgot your dial-in PIN?  |  Help

Just-In-Time e-Learning 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 e-Learning 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 e-Learning resources.

**Wednesday, January 16, 2019 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: 20666705
Find a local number Conference ID: 20666705 (same as access code above)  [Forgot your dial-in PIN? | Help]

### Preparing and Updating Federal Acquisition Certification using e-Learning Courseware

Many VA employees possess Federal Acquisition Certifications. If you are looking to prepare for certification or need FAC educational credits to keep up with your certifications, this webinar is for you. Come learn how on-line courses and educational resources can assist you!

**Wednesday, February 20, 2019 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: 69712355
Find a local number Conference ID: 69712355 (same as access code above)  [Forgot your dial-in PIN? | Help]

### e-Learning Books and Videos

Have you heard about e-Learning Books and Videos? This webinar will introduce you to the Books Platform. See a demonstration on the use of e-Learning 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.

**Thursday, January 24, 2019 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: 586767240
Find a local number Conference ID: 586767240 (same as access code above)  [Forgot your dial-in PIN? | Help]

**Tuesday, February 26, 2019 1:00PM-1:45PM EST**

→ **Join Skype Meeting**  Trouble Joining? [Try Skype Web App]
The All Employee Competency (AEC) Model

What competencies should all VA employees possess? How can I determine which courses are available for me to take, so I can increase my proficiency, in a particular competency? These and many more questions will be answered in this webinar. Network with other VA employees and develop yourself. Self-Assessments will be made available for you to explore your proficiencies, in the all employee competencies.

Tuesday, January 29, 2019 11:00AM-11:45AM EST

Join by phone 844-358-7954, 844-210-0201, 844-894-0415 access code: 191568018

Find a local number Conference ID: 191568018 (same as access code above) Forgot your dial-in PIN? | Help

Thursday, February 21, 2019 11:00AM-11:45AM EST

Join by phone 844-358-7954, 844-210-0201, 844-894-0415 access code: 66426795

Find a local number Conference ID: 66426795 (same as access code above) Forgot your dial-in PIN? | Help

January “Unwind: 7 Principles for a Stress-Free Life” Book Discussion

All of us have stress in our lives. Some stress is necessary, but when you have too much stress in everyday life, it can be overwhelming and unhealthy for you. This book is different from other stress management books in that it uses a “whole person” approach to controlling and managing stress. This book can assist you by helping you to become clear on who you are, what’s important to you, and where you really want to go in life. Please join us in January, by reading the book, “Unwind: 7 Principles for a Stress-Free Life”, and joining our discussion of this book. Be prepared to discuss your impressions and thoughts about the book!
Thursday, January 31, 2019 11:00AM-11:45AM EST

→ Join Skype Meeting  Troubleshooting? Try Skype Web App
Join by phone 844-358-7954, 844-210-0201, 844-894-0415 access code: 69695827
Find a local number  Conference ID: 69695827 (same as access code above)  Forgot your dial-in PIN?  | Help

Click here to read the textual book via the TMS  Unwind! 7 Principles for a Stress-Free Life  Click here to listen to the audio book via the TMS  Unwind! 7 Principles for a Stress-Free Life (audio book)

To join a written VA conversation about this book, please access the blog via  Blog - Unwind! 7 Principles for a Stress-Free Life  to share your thoughts or join us for a discussion on January 31, 2019. (see discussion above)

February “EAT THAT FROG: 21 Ways to Stop Procrastinating” Book Discussion

Are you overwhelmed with too much to do and too little time to do it in? Just when you think that you are almost caught up, new tasks and responsibilities hit you in the face. You begin to realize that you will never do everything you have to do and never be caught up. How stressful is that? Learn how to handle timewise, all that life has to throw at you!

Please join us in February by reading the book, “Eat That Frog!” and joining our discussion of the book. Be prepared to discuss your impressions about the book.
Thursday, February 28, 2019 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: 71464917
Find a local number Conference ID: 71464917 (same as access code above)  Forgot your dial-in PIN?  Help

Click here to read the textual book via the TMS  Eat That Frog!: 21 Great Ways to Stop Procrastinating and Get More Done in Less Time, Third Edition  Click here to listen to the audio book via the TMS  Eat That Frog!: 21 Great Ways to Stop Procrastinating and Get More Done in Less Time, Third Edition (audio book)

To join a written VA conversation about this book, please access the blog via Blog - Eat That Frog!: 21 Great Ways to Stop Procrastinating and Get More Done in Less Time, Third Edition to share your thoughts or join us for a discussion on January 31, 2019. (see discussion above)

For more information, contact Brenda Blair-Gordon or Terik Hartz, of the Human Resources Enterprise Center, OHRA or click on the following link:  https://www.valu.va.gov/Home/Explore  Skillsoft All Employee e-Learning Webinars

Need a Webinar for a particular group?  Contact terik.hartz@va.gov