CAREER DEVELOPMENT

Quick Tips for Effective Resumes
Friday, July 17
Friday, August 7

Expanding Your Career Network
Wednesday, July 29
Tuesday, August 11

Building Resilience into Your Career
Tuesday, July 21
Thursday, August 6

COMMUNICATION

Email for Action
Wednesday, August 12

The Power of a Positive No
Wednesday, August 5

Questions?
Please reach out to:
training@harvard.edu

PRODUCTIVITY

Planning During Uncertain Times
Tuesday, August 4

Design Thinking Mindset
Wednesday, July 15

Navigating Change
Wednesday, July 22

MANAGING AT HARVARD

Manager’s Community Forum
Wednesday, July 15
Registration deadline Wed. July 8
Wednesday, August 5
Registration deadline Wed. July 29

Team Dynamics in the COVID Era
Thursday, July 23
Registration deadline Thurs. July 16

Managing Performance and Supporting Employees in the COVID Era
Thursday, August 6
Registration deadline Thurs. July 30

Managing Engagement and Burnout in the COVID Era
Wednesday, August 19
Registration deadline Wed. Aug 12

ONLINE LEARNING

Harvard Training Portal
The Harvard Training Portal brings together all of your compliance and professional development in one modern platform. There are hundreds of courses available to you at any time.

LinkedIn Learning
Improve your desktop skills in Excel, PowerPoint, Teams, Photoshop, Illustrator, WordPress, and more! The recommended LinkedIn Learning computer courses are all self-paced and includes beginner through expert levels, and are free to all Harvard employees.

Harvard ManageMentor
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RESILIENCY

Optimism
Tuesday, July 7
Wednesday, July 8
Wednesday, July 22
Wednesday, August 5
Wednesday, August 12

Mental Agility
Tuesday, July 14
Wednesday, July 15
Wednesday, July 29
Wednesday, August 19
Wednesday August 26

Register at trainingportal.harvard.edu