

# LEARNING & DEVELOPMENT NEWS

UAB  
LEARNING  
& DEVELOPMENT  
The University of Alabama at Birmingham

NOVEMBER 2024



November is **National Career Development Month**, a time to focus on skill and career development. [HR Learning & Development \(L&D\)](#) is committed to providing new learning opportunities and technologies to strengthen UAB's workforce.

Reflecting on our journey together, we are immensely grateful for your support and growing engagement with L&D. Your dedication to continuous learning and professional growth inspires us to deliver the best experiences possible. Your feedback and participation have been invaluable in shaping our programs.

Together, we are building a brighter future at UAB, where knowledge and skills are the cornerstones of success.

In line with this commitment, we are excited to announce the [LinkedIn Learning Learn to Win Challenge: Intro to Generative AI](#) is live now and ends December 6.

This Challenge is your chance to learn the basics of generative AI, understand its workings, and uncover its potential across various fields. Each day offers new lessons that take 5-10 minutes to complete, and you can catch up if you miss a day. Completing the Challenge also gives you a chance to win an awesome prize!

Don't miss L&D's **AI @Work** program—monthly sessions that average over 200 attendees. Register for the November and December episodes in the LearnDev Program Calendars (below). Sign in or sign up for your free LinkedIn Learning account today and start enhancing your performance, skills, and career.

We invite you to the [UAB Journaling Club: Harvesting Happiness—Journaling for Gratitude, Gratefulness, and Thankfulness](#) tomorrow, Thursday, November 14, from 11 a.m. to 12 p.m. This event is a beautiful opportunity to explore and express gratitude through journaling.

Thank you for being a vital part of our journey, and we are grateful to be a part of your career journey. We look forward to achieving even greater heights together.

*\*LinkedIn Learning for UAB is available to all full-time regular and temporary employees as well as part-time regular, interns/residents, 3/12 shift employees, weekend staff, post-doctoral scholar trainees and employees. Employees of VIVA Health, Callahan Eye Hospital, UAB Heath System (UABHS), Health Services Foundation (HSF), and Cooper Green Hospital are also eligible.*

## November LearnDev Program Calendar



### Harvesting Happiness – Journaling for Gratitude, Gratefulness, and Thankfulness

Thurs., Nov., 14 | 11 a.m. to 12 p.m. | ZOOM

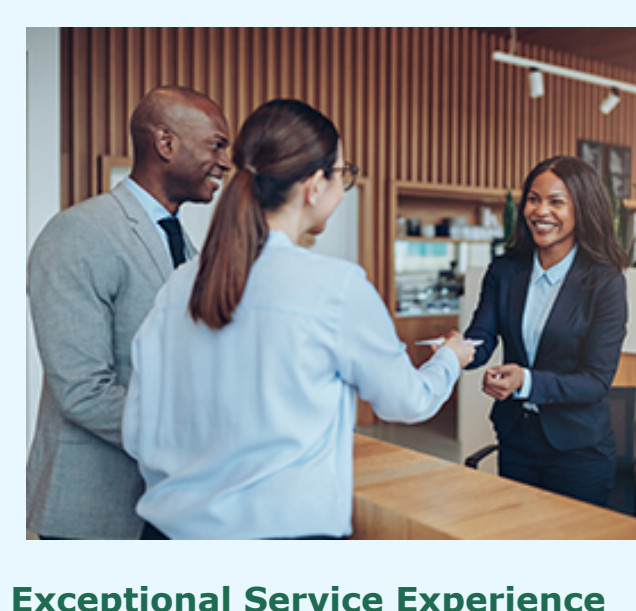
Discover how journaling can boost your happiness by cultivating gratitude, gratefulness, and thankfulness. Learn techniques to enrich your daily life and well-being.



### Improving Your "Outlook": Setting Auto-replies

Mon., Nov. 18 | 11 to 11:30 a.m. | ZOOM

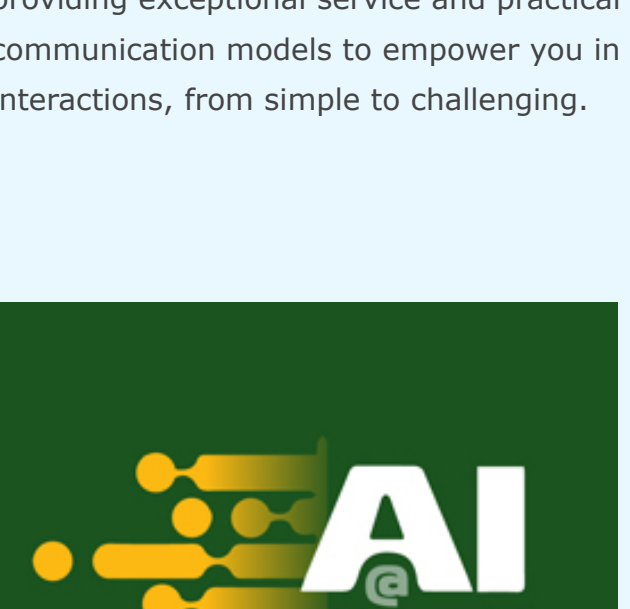
Have you considered Auto-reply is more than an out-of-office notification tool? Join **Alison Kniseley** and **Jerad Watson** to discover other ways to use this feature to customize replies and Improve Your Outlook.



### Learn To Win

Start Now, Ends Dec. 6

Start your Learn to Win Challenge today! Dive into the world of generative AI, grasp the essentials, and uncover its potential across various fields. Completing our popular contest gives you a chance to win an awesome prize! Kickstart your AI adventure—don't miss out!



### Exceptional Service Experience

Wed., Nov., 20 | 9 to 11 a.m. | ZOOM

This program covers the hallmarks of providing exceptional service and practical communication models to empower you in all interactions, from simple to challenging.



### DISC

Wed., Nov., 20 | 1 to 3:30 p.m. | MT-419A

This workshop will help you understand your behavioral style and how it influences behavior. It will also offer insights into your communication preferences and tendencies.



### Career Coaching with Copilot

Thurs., Nov. 21 | 11 to 11:45 a.m. | ZOOM

Learn how to leverage Copilot to advance your career; job candidates can perfect resumes and interview prep while hiring managers can craft insightful questions. Join **Rahul Thadani (Senior Executive Director of HR Information Systems)** and **Jerad Watson (Manager at L&D)** as they demonstrate Copilot's features and share other career advancement tips.

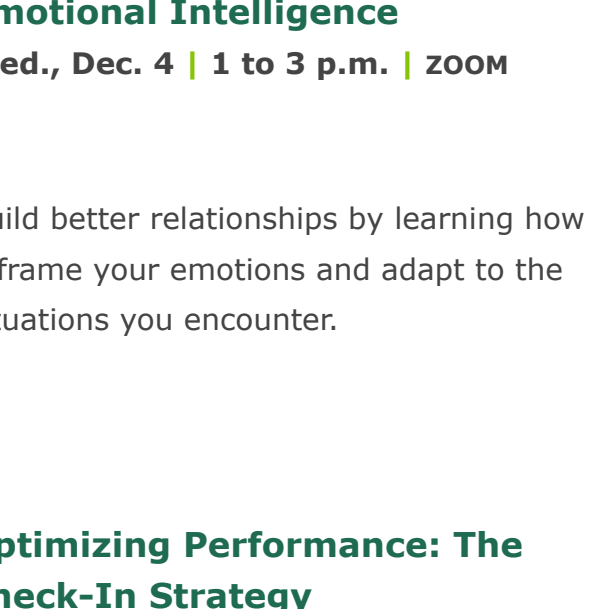
## December LearnDev Program Calendar



### Making Recognition a Routine

Wed., Dec. 4 | 9:30 to 11:30 a.m. | MT-419A

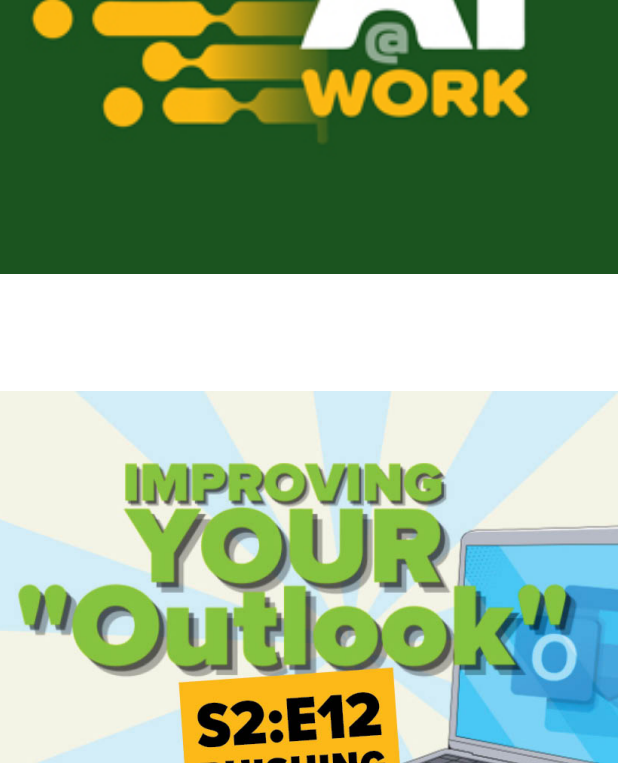
This program addresses praise and recognition in three aspects: rewards as tokens, demonstrations of appreciation, and growth opportunities.



### Emotional Intelligence

Wed., Dec. 4 | 1 to 3 p.m. | ZOOM

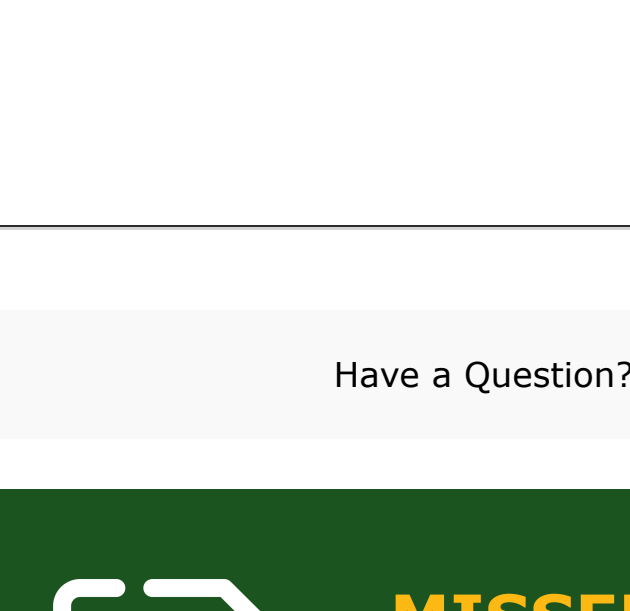
Build better relationships by learning how to reframe your emotions and adapt to the situations you encounter.



### Zoom Smart Recordings & Meeting Coach

Thurs., Dec. 12 | 11 to 11:45 a.m. | ZOOM

Join **Jamie Witter (Director of IT Client Services)** and **Jerad Watson (Manager at Learning and Development)** as they explore how you can leverage Zoom AI tools to recap meetings, track action items, & improve meeting facilitation/presentation skills.



### To Catch a Phish and Clean Up the Junk

Mon., Dec. 16 | 11 to 11:30 a.m. | ZOOM

Can you catch a phish? Phishing emails and junk emails are both types of unsolicited messages, but they serve different purposes. Join this episode with Learning & Development and guest **Robby Ballard, Information Security Associate**, to learn about the difference between a phish or junk email and *Improve Your Outlook!*

Have a Question? Ask [LearnDev@uab.edu](mailto:LearnDev@uab.edu)

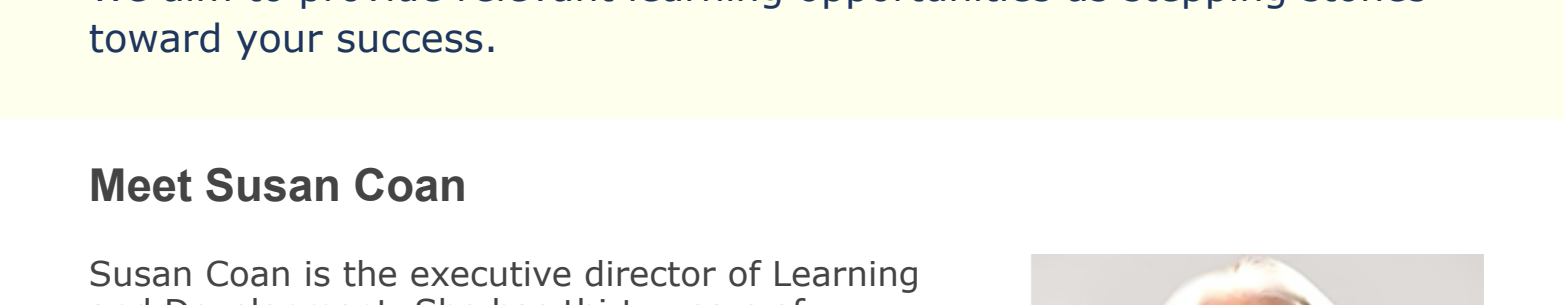


ARCHIVE

## MISSED A SESSION?

See on-demand content from previously recorded programs. Click the links below to access the L&D Digital Recording Archives.

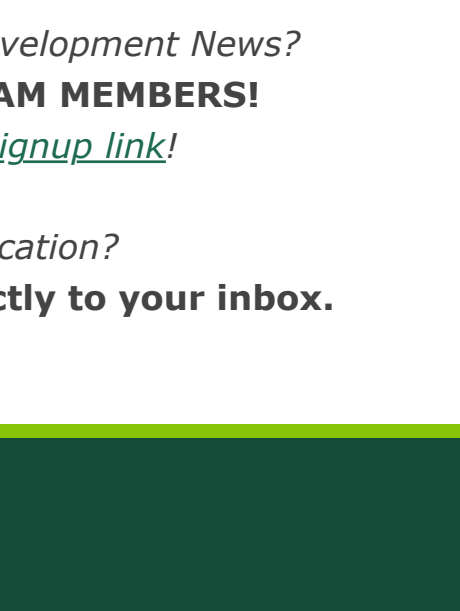
- [AI Essentials](#)
- [Improving Your "Outlook"](#)
- [Journaling Club](#)
- [Exploring LinkedIn Learning](#)
- [Learning from Leaders \('24\)](#)
- [AI @ Work](#)



The HR Learning & Development team comprises talented professionals committed to enriching your career journey at UAB. We offer diverse expertise tailored to support your self-discovery and skill refinement. We aim to provide relevant learning opportunities as stepping stones toward your success.

### Meet Susan Coan

Susan Coan is the executive director of Learning and Development. She has thirty years of expertise in team building, change, communication, leadership, and organizational development and over ten years of experience with UAB. She provides innovative approaches to learning and skill development in a changing environment with her team and key stakeholders.



Susan strongly believes in lifelong learning, particularly in a dynamic and always-evolving world. Susan explains, "My learning strategy is to use a coaching approach that assists UAB faculty and staff clients in learning and problem-solving." She and her team collaborate closely with faculty and staff to better understand their needs and what will help them develop and thrive for professional and personal success.

Say hello to [Susan Coan](#) | [FULL BIO](#)

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