

From: Kamerow, Justin <justinkamerow@uabmc.edu>
Sent: Thursday, December 27, 2018 1:48 PM
To: DOPM All Users <DOPMAllUsers@uabmc.edu>
Subject: Computer Tip of the Week -- Learn a New Skill in 2019

Make “Learning a New Skill” one of YOUR New Year’s Resolutions

Brought to you by
Lisa Schwaiger
- DOPM HelpDesk Triage and
Computer Tech in MT-403



SITUATION:

In 2019, I want to learn a new skill that will make me an even better employee, or just to enjoy the thrill of learning: I’m thinking like maybe something on the computer; or management, photography, or marketing.

But I’m just too busy, or I have trouble with traditional learning, or YouTube just isn’t professional enough, or I can’t afford classes.

Or frankly I think: “Why bother if there’s not some sort of documentation that I did it that can then become a line on my resume.”

SOLUTION:

Take advantage of “Lynda” (<http://uab.edu/Lynda>): “A leading online learning platform that helps anyone learn business, software, technology and creative skills to achieve personal and professional goals.”

More than 2,000 UAB employees already have!

It’s normally \$20-\$30 or more per month, but it’s free to most UAB employees (“designated benefit eligible employees”).

Login using your Blazer ID.

And a list of the “classes” you complete can be exported to Excel, allowing employees to submit a copy of their non-academic transcript during performance reviews.

To learn more or for inspiration:

- View this independent YouTube [review/overview](#) of Lynda.
- To get started, consider a [UAB Recommended Playlist](#), or see the top 10 [most popular courses](#) taken at UAB, and explore from there.

- | | |
|----------------------------------|--|
| 1. Excel 2016 Essential Training | 6. Programming Foundations: Fundamentals |
| 2. Time Management Fundamentals | 7. Coaching & Developing Employees |
| 3. Excel 2013 Essential Training | 8. Excel Essential Training (Office 365) |
| 4. Setting Team & Employee Goals | 9. Having Difficult Conversations |
| 5. How to Use Lynda.com | 10. Project Management Foundations |

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?
Let us know at dopmHelp@uabmc.edu

To see an archive of past Tips of the Week: <http://www.uab.edu/medicine/dopm/help/totw>