

**TALENT MANAGEMENT**  
Summer 2009



<p><b>July 8, 28</b> <b>August 18, 27</b> <b>See GEMS</b> <b>Self Service</b></p>	<p><b>Disability Etiquette (DIV109)</b></p> <p>This 3 hour workshop is an interactive and experiential training that will simulate barriers encountered by people with disabilities. Communication techniques for interactions with people with hearing, vision, mobility, learning, speech, mental health and cognitive disabilities will be shared.</p> <p>For a full description and to sign up using GEMS Self Service <a href="#">&lt;click here&gt;</a></p>
<p><b>July 22</b> <b>1:00-4:00</b> <b>SVC2070</b></p>	<p><b>Workplace Communication (PRC207)</b></p> <p>Want to get your ideas heard and considered? You will learn to recognize productive and unproductive communication habits. The O.P.E.N. method for communication will be introduced as a way to avoid misunderstanding and build trust and cooperation.</p> <p>For a full description and to sign up using GEMS Self Service <a href="#">&lt;click here&gt;</a></p>
<p><b>July 28</b> <b>9:00-12:00</b> <b>SVC2070</b></p>	<p><b>Building &amp; Developing Teams (TAL201)</b></p> <p>If you supervise, manage and/or lead teams you'll also need to define common goals, develop shared strategies and procedures, ensure clarity, understand roles, and build collaborative relationships. Successful teams will avoid misunderstanding, lessen defenses, manage disagreements, and build trust and cooperation.</p> <p>For a full description and to sign up using GEMS Self Service <a href="#">&lt;click here&gt;</a></p>

***For more information, contact Talent Management at (813) 974-3090 or [training@admin.usf.edu](mailto:training@admin.usf.edu)***