

The Office of Human Resources is pleased to collaborate with campus departments and organizations to present

# Training Tuesdays

November 2015

## November 3

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### ONLINE COLLABORATION WITH SHAREPOINT

12:30 p.m. – 1:30 p.m.  
*Centennial Hall, room 115*

#### **Sponsored by Information Technology Services**

SharePoint is a web-based application that helps campus easily collaborate and communicate. Let's look at a few examples of successful sites from around campus to get a feel for its capabilities and see how we can store data securely. We'll also discuss integration with Outlook, setting up helpful alerts as well as managing permissions. Feel free to bring questions and ideas.

PRESENTER: **Joshua Hjelmstad**, Database/Application Development Specialist, Information Technology Services

## November 10

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### EATING HEALTHY DURING THE HOLIDAYS

12:30 p.m. – 1:30 p.m.  
*Centennial Hall, room 115*

#### **Sponsored by Sodexo Campus Services**

The holiday season is all about family, friends, fun, and food. Eating healthy, especially during the holidays, can be challenging. In this presentation learn how to overcome holiday temptations and still enjoy the festive time with friends and family.

PRESENTER: **Amy Goblirsch**, Registered and Licensed Dietician, Sodexo at St. Cloud State University

## November 17

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### PREPARING FOR THE HOLIDAY SEASON

12:30 p.m. – 1:30 p.m.  
*Centennial Hall, room 115*

#### **Sponsored by Human Resources and the Employee Assistance Program (EAP)**

Here's an opportunity to prepare for the holidays before it's too late. Imagine a December that is less stressful: it starts with a vision and with a plan. In this session you'll receive practical tools and learn about strategies for managing your energy, relationships, and finances as the holidays approach. Your presenter is someone who loves seasonal traditions and has found a way to keep balance – usually! - in the month of “Dis-member.”

PRESENTER: **Ned Rousmaniere**, LICSW, SEGIP Health Solutions and EAP