

## November 2016

Date	City	Agency	Time	Workshop	Type	Location	Catalog Course Code	Activity Code
11/8	Nashville	All	9am-12pm	Effective Communication	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	ECT4T1000	HR-ECT4t110816-06
11/8	Nashville	All	1pm-4pm	Conflict management	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	CFMG1000	HR-CFMGt4t-110816-02
11/8-11/9	Nashville	All	8am-5pm	How to Facilitate	Certification	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 2	HTF1000	HR-HTF-110916-029
11/9	Nashville	All	9am-12pm	Leadership Theory and Practice	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	LTP1000	HR-LTPt4t-110916-02
11/9	Nashville	All	1pm-4pm	Managing up	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	MU1000	HR-MUt4t-110916-02
11/14	Nashville	All	8:30am-12:30pm	Performance Coaching	Participant	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	PC1000	HR-PC1000-111416-001
11/14	Nashville	All	1pm-4pm	Performance Coaching	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	PCT4T1000	HR-PCT4T111416-001
11/15	Nashville	All	1pm-4pm	Quality Decision Making	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	QDMT4T1000	HR-QDMT4T111516-001
11/15	Nashville	All	9am-12pm	Get S.M.A.R.T.er	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	GST4T1000	HR-GST4T-111516-03
11/16	Nashville	All	8:30am-12:30pm	S.M.A.R.T.	Participant	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	STW100	HR-SMART111616-001
11/17	Nashville	All	1pm-4pm	Effective Presentation Skills	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	EPS1000	HR-EPSt4t-111716-001
11/21	Nashville	All	1pm-4pm	Planning and Priority Setting	Training for Trainers	James K Polk Building, 1 <sup>st</sup> Floor, Training Room 3	PAPST4T1000	HR-PAPST4T112116-001

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11/21	Nashville	All	8:30am-12:30pm	Planning and Priority Setting	Participant	James K Polk Building, 1st Floor, Training Room 3	PAPS1000	HR-PAPS112116-001
11/22	Nashville	All	8:30am-12:30pm	Star Principles of Great Customer Service	Participant	James K Polk Building, 1st Floor, Training Room 3	STAR2000	HR-STAR2-112216-001
11/22	Nashville	All	8:30am-12:30pm	Star Principles of Great Customer Service	Training for Trainers	James K Polk Building, 1st Floor, Training Room 3	START4T10	HR-START4T-112216-001
11/29	Nashville	All	8:30am-12:30pm	Competency and Behavioral Based Interviewing	Participant	James K Polk Building, 1st Floor, Training Room 3	CBBIW100	HR-CABBI112916-001
11/29	Nashville	All	1pm-4pm	Customer Service	Training for Trainers	James K Polk Building, 1st Floor, Training Room 3	CFGT1000	HR-CUSTFT4T112916-001
11/30	Nashville	All	9am-12pm	Change Management	Training for Trainers	James K Polk Building, 1st Floor, Training Room 3	CHMG2000	HR-CMt4t113016-001
11/30	Nashville	All	1pm-4pm	Self-Management	Training for Trainers	James K Polk Building, 1st Floor, Training Room 3	SMT4T1000	HR-SMT4T113016-001