



# CAST LIGHT ON YOUR FUTURE

## Professional & Organizational Development | Winter 2025

**SCHEDULED OFFERINGS** | Register by the cutoff date shown online.

JANUARY	SESSION DATE(S)	FORMAT	FEE
Professional Writing: The Art of Storytelling (Q1900)	Jan. 8 & 15	Live Online	\$215
Project Management Essentials (Q0460)	Jan. 13 & 27	Live Online	\$250
Communication Style: Creating Positive Relationships and Results (Q0030)	Jan. 16	Live Online	\$220
Learning to Lead (Q0200)	Jan. 21 & 23	Live Online	\$200
Presentation Excellence (Q0620)	Jan. 28 & 30	Classroom	\$200
SLP Level 2: Core Strengths — Results Through Relationships (SLP210)	Jan. 28 & 29	Live Online	\$300
FEBRUARY	SESSION DATE(S)	FORMAT	FEE
Managing Up (Q1740)	Feb. 4	Classroom	\$190
The Multi-Generational Workplace (Q0730)	Feb. 4 & 6	Live Online	\$215
Discovering Your Dependable Strengths (Q0910)	Feb. 5 & 12	Live Online	\$250
Making the Move From Peer to Supervisor (Q0170)	Feb. 6	Live Online	\$190
Strategic Planning Tools (Q1290)	Feb. 11	Classroom	\$190
Human-Centered Design for Innovation & Creative Problem Solving (SLP250)	Feb. 12 & 13	Live Online	\$250
Compensation: The Basics (Q0600)	Feb. 13	Live Online	\$125
Good Internal Control Practices and Fraud Prevention Tips (Q0390)	Feb. 19	Live Online	\$110
How the U(W) Works (Q1760)	Feb. 20	Mixed	\$130
Effective Business Writing (Q1790)	Feb. 20, 27 & March 6	Live Online	\$220
Building a Positive Work Culture (Q0260)	Feb. 25 & 27	Live Online	\$220
The Erosion of Empathy (Q1670)	Feb. 26	Classroom	\$215



### UW MANAGEMENT FUNDAMENTALS

NEW: Free classes to support managers' success.

- ▶ Managing Employee Performance — Jan. 29 & 30 or Feb. 25 & 26
- ▶ Managing Corrective Action at UW — Feb. 11
- ▶ Implementing Equitable Hiring Practices — March 4 & 6



POD is moving! Starting Jan. 2025, POD's in-person classes will be held in the new University District Station Building (UDSB) at 4328 Brooklyn Ave. NE. Check your registration confirmation for more info.

[MORE CLASSES →](#)



MARCH	SESSION DATE(S)	FORMAT	FEE
Time Management (Q0510)	March 4	Classroom	\$190
What's the Word: Inclusivity in Language (Q1780)	March 6	Live Online	\$195
Increasing Your Influence (Q1240)	March 11	Hybrid	\$180
De-Escalation Skills for the Workplace (Q1650)	March 11 & 13	Live Online	\$190
Exploring Cultural Competence (Q1200)	March 12	Classroom	\$200
Systems Wisdom (Q1640)	March 13 & 20	Live Online	\$220
Conflict Management (Q1220)	March 18	Mixed	\$190
Supervising in a Diverse Workplace (Q0240)	March 18 & 20	Live Online	\$200
Tactical Leadership (Q1860)	March 24 & 26	Live Online	\$200
Customer Service Excellence (Q0220)	March 25	Classroom	\$190
White Allyship Transformation (Q1890)	March 25 & 27	Live Online	\$215
Difficult People and Difficult Behavior: Tips, Tactics, & Tools (Q0050)	March 27	Classroom	\$190

## SELF-PACED ONLINE LEARNING | Register anytime and complete by end of the quarter (3/27/25).

CLASS	DATES	CODE	FEE
Employee Experience Accelerator	Ongoing	QA003	\$45
Goal Setting for Success	Ongoing	QA001	\$75

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## POD's Class Formats

Whether you'd like to learn online, onsite at our classrooms, or at your own pace, POD offers different class formats to help meet your needs and preferences. See course descriptions in our [online catalog](#) for information about the format of each class. Once you register for a class, you can expect a confirmation email with details about accessing the class.

- **Self-paced online course:** All class content is delivered via a self-paced online course, with no live instruction. After registering, participants receive a link to the online course and will have through the end of the quarter to complete it.
- **Live online session:** Class content is delivered via live online Zoom session(s) with supplemental materials (PDF, printed materials, or a book).
- **Hybrid course.** Class content is delivered via a combination of live online Zoom session(s) and a self-paced online learning course.
- **Classroom session.** Class content is delivered in-person at University District Station Building (UDSB) at 4328 Brooklyn Ave. NE. Participants receive supplemental materials such as a book or printed workbook and/or access to online materials.
- **Mixed format.** Class content is delivered through a combination of two or more of the above formats.