

# Training Seminars

## Summer and Fall

Calendar as of 5/19/09

Academic Center Training Brown

Arts & Sciences Gray

Business Services/Safety Training Red

Financial Aid Training Orange

HR Training Black

IT Training Green

PeopleSoft Training (Finance) Violet

Training and Continuing Education Blue

Seminar Name	Day	Date	Time	Location	Trainer	Fee	R.S.V.P.
All UHV employees are welcome to attend training courses.							
Sharepoint Designer - Tips	Tues	05/19/09	9:00 a.m. - 12:00 noon	UHV UC 205	University of Houston Trainer	N/A	P.A.S.S. VITSHA #1
Introduction to Indesign	Wed	05/20/09	9:00 a.m. - 12:00 noon	UHV UC 205	University of Houston Trainer	N/A	P.A.S.S. VITIND #1
Intermediate Photoshop	Wed	05/20/09	1:00 - 3:00 p.m.	UHV UC 205	University of Houston Trainer	N/A	P.A.S.S. VITPHI #1
Voucher Prep School	Wed	05/27/09	9:00 a.m. - 12:00 noon	UHV UC 205	Vangie Kolesar PeopleSoft Training Specialist	N/A	P.A.S.S. VPSVPS #1
New Employee Orientation	Thurs	05/28/09	8:30 a.m. - 12:00 p.m.	UHV UC 215	Laura Smith UHV Representatives	N/A	P.A.S.S. VHREMP #32
Hurricane Awareness	Thurs	05/28/09	10:00 - 11:30 a.m.	UHV UW, Alcorn Auditorium	US Weather	N/A	P.A.S.S. VSAHUR #10
Conference for Purchasing Agents	Thurs	05/28/09	All Day	UHV UC Multipurpose Room	Various	N/A	By invitation only
Voucher Prep School	Wed	06/02/09	9:00 a.m. - 12:00 noon	UHV UC 205	Vangie Kolesar PeopleSoft Training Specialist	N/A	P.A.S.S. VPSVPS #2
Creative Writing Camp for High School Students	Mon & Wed	06/15/09 06/17/09	9:00 a.m.- 3:00 p.m.	UHV UC Multipurpose	Arts & Sciences	\$35	Register through Training Office
What's Your Color? Follow Up to Stepping Up to Supervisor	Tues	06/16/09	8:30 a.m. - 12:00 noon	UHV UW 113	Nancy Penry Training and Continuing Ed.	N/A	P.A.S.S. VTRWYC #1
ING Investments	Thurs	06/18/09	2:00 - 4:00 p.m.	UHV UW, Alcorn Auditorium	ING Representatives	N/A	Not Required
Managing Difficult Employees	Tues	06/23/09	8:30 a.m. - 12:00 noon	UHV UW 113	Nancy Penry Training and Continuing Ed.	N/A	P.A.S.S. VTRMDE #1
Gyrlz Rule Camp for High School Students	Tues Wed	07/08/09 07/09/09	9:00 a.m. - 3:00 p.m.	UHV UC Multipurpose Room	Arts & Sciences	\$35	Register through Training Office
Creating Work/Life Balance	Thurs	07/23/09	10:00 - 11:30 a.m.	UHV UW 113	Sam Hester UHV EAP	N/A	P.A.S.S. VTRWLB #1
Creating Work/Life Balance	Thurs	07/23/09	2:00 - 3:30 p.m.	UHV UW 113	Sam Hester UHV EAP	N/A	P.A.S.S. VTRWLB #2
Creating Work/Life Balance	Fri	07/24/09	10:00 - 11:00 a.m.	SL to be announced	Sam Hester	N/A	P.A.S.S. VTRWLB #3
Effective Listening	Tues	08/04/09	8:30 a.m. - 12:00 Noon	UHV UW 113	Nancy Penry	N/A	P.A.S.S.

