

2024 Learning Network Workshops

The Human Resources department is pleased to announce the Learning Network course schedule for the second quarter of this year. For workshop details and registration, visit the Learning Management System (LMS) [website](#) and note the unique course ID. If you are interested in a class that is currently full, please sign up for the waitlist to be notified when a seat becomes available.

For All Employees

Workshop Title	Course ID	Date	Location
Presenting Virtually with Impact	1321020	7/26 – 9 AM to 1 PM	Remote (Zoom)
		9/16 – 9 AM to 1 PM	Remote (Zoom)
Presenting with Impact	1196030	7/30 – 1 PM to 5 PM	Yonkers
Effective Communication	1196029	9/11 – 1 PM to 5 PM	Remote (Zoom)
		9/25 – 1 PM to 5 PM	Yonkers
Building and Sustaining Trust	1196034	9/13 – 9 AM to 1 PM	Yonkers
Presenting with Impact	1196030	7/30 – 1 PM to 5 PM	Yonkers
Microsoft Excel – I	1196001	8/9 – 8:30 AM to 5 PM	Remote (Zoom)
		9/18 – 8:30 AM to 5 PM	Remote (Zoom)
Microsoft Excel – II	1196002	8/14 – 8:30 AM to 5 PM	Remote (Zoom)
		9/25 – 8:30 AM to 5 PM	Remote (Zoom)
Microsoft Excel – III	1196003	9/27 – 8:30 AM to 5 PM	Remote (Zoom)
Microsoft PowerPoint – I	6680	8/15 – 8:30 AM to 5 PM	Remote (Zoom)
		9/10 – 8:30 AM to 5 PM	Remote (Zoom)
Microsoft PowerPoint – II	6690	8/23 – 8:30 AM to 5 PM	Remote (Zoom)
		9/13 – 8:30 AM to 5 PM	Remote (Zoom)

For Leaders, Faculty, and Administrators

Workshop Title	Course ID	Date	Location
Transition to Management	1356020	9/23 – 9 AM to 1 PM	Remote (Zoom)
GROW Coaching for Leaders	1359007	9/6 – 9 AM to 1 PM	Remote (Zoom)
Delegating with Purpose	1196032	9/17 – 1 PM to 5 PM	Remote (Zoom)
Influencing for Organizational Impact	1196039	9/24 – 1 PM to 5 PM	Remote (Zoom)
Managing Remote Teams for Einstein	1368013	Available On Demand	Online

*Remote sessions are available via Microsoft Teams or Zoom (as noted on the Learning Management website). For Office 365 setup, visit our [Einstein IT portal](#). Log in using your AD credentials (same as your Einstein email access). For technical assistance with LMS access and course enrollment, visit our [website](#). For further support, contact the Learning Network at (718) 920-8787.