

TRAINING & DEVELOPMENT

November 2023 Offerings



DiSC Communication

Zoom ID: 996 3510
1749

Understanding You

EDC Room 1

November 7 | 1:00 PM
- 3:00 PM

Understanding Other
Styles

EDC Room 1

November 14 |
1:00PM - 4:00 PM

Working as a Team

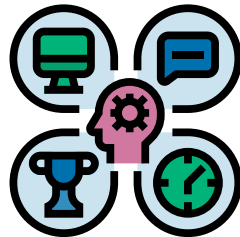
COB Room 4

November 21 | 1:00
PM - 4:00 PM

Productive Conflict

EDC Room 3

November 28 | 1:00
PM - 4:00 PM



Essential People Skills

Zoom ID: 924 3797 0667

Emotional Intelligence

COB Conference Room 3

November 2 | 9:00 AM-
12:00 PM



Microsoft Publisher

Zoom ID: 996 9023 0007

COB IT 5

November 16 | 1:00 PM - 4:00 PM



Zoom

Zoom Essentials

Zoom ID: 978 3258 7037

November 17 | 10:00 AM - 10:45
AM

Zoom Advanced

Zoom ID: 978 3258 7037

November 17 | 11:00 AM - 12:00
PM



ANTHC Leadership Book Club

Zoom ID: 963 4243 6545

COB Conference Room 4

November 20 | 12:00 PM - 1:00
PM



TRAINING & DEVELOPMENT

Sign up in HealthStream

Essential People Skills - Emotional Intelligence - November 2

We've all met that dynamic, charismatic person that just has a way with others, and has a way of being remembered. This training help you work towards being that unforgettable person by providing communication skills, tips on making an impact, influencing skills, starting conversations and sharing your opinions.

DiSC 1: Understanding You - November 7 (CE available)

Each of us has our own personality, preferences, and styles. Our individual styles influence whom we collaborate well with and whom we tend to have more difficulty with. This training will help you gain a deeper understanding of your style and an introduction to the other styles.

DiSC 2: Understanding Other Styles - November 14 (CE available)

We all approach our work according to what we prioritize. Our priorities also affect how we react to the people we work with. To work more effectively with others, we sometimes have to bridge differences in style preferences and priorities. This training will help you understand the different styles and how to work more effectively with each of them. Strongly recommend DiSC 1 be completed first.

***NEW Microsoft Publisher- November 16**

Create polished, professional layouts without the hassle. Precisely layout and style text, pictures, borders, calendars, and more.

ANTHC Leadership Book Club discussion - November 20 (CE available)

Fifty Miles from Tomorrow: A Memoir of Alaska and the Real People by William Iggiagruk

DiSC Communication: Working as a Team - November 21 (CE available)

Misunderstandings, miscommunications, and personality clashes prevent teams from being effective. For individuals that would like to help their teams grow, improve productivity, and improve efficiency, this training will help you understand how to be in a strong, cohesive team that works well together. You will learn DiSC communication style strategies and methods to capitalize on the strengths and understand the weaknesses of each style to work more effectively with your team. It is not necessary to attend DiSC 1 or 2 prior.

Zoom Essentials & Zoom Advanced - November 17 New features included in these trainings

Zoom Essentials will help people get started with their Zoom account, including essential steps like joining, scheduling, and hosting meetings, using taskbar controls, and additional Zoom meeting features. Zoom Advanced will cover advanced features of Zoom, including advanced meeting setup, meeting management, presentation tools, participation engagement, and reports.

DiSC Communication: Productive Conflict - November 28 (CE available)

This training will define conflict, help improve self-awareness of your conflict behaviors and responses to conflict. You will learn about your DiSC style and other DiSC styles in conflict. Attending will help you identify automatic destructive thoughts and understand how they can impact your conflict behaviors. You will learn how to reframe thoughts so that you can become more productive, and improve workplace results and relationships. It is not necessary to attend DiSC 1 or 2 prior.

Register in HealthStream. All trainings are hybrid. In Person Attendance: Room locations are subject to change. To find the most accurate location visit the HUB. Online Attendance: For the best experience if participating online, T&D recommends that you use a camera and microphone.

For more information, visit [Education, Development and Training](#) on SharePoint or our website at <https://anthctraining.com/>

Email your questions to training@anthc.org.