



# WELCOME TO LinkedIn Learning



## 2025 COMPETENCY ALIGNED LEARNING GUIDE

Here are curated learning resources aligned to this year's performance competencies.

Please reach out to [emprels@fau.edu](mailto:emprels@fau.edu) for more available training courses.

**Training courses have been identified into four categories:**

*Beginner, General,  
Intermediate and Advanced*

## AI COACHING

**Get advice** – ask about specific challenges.

**Practice** with role play – prepare for and practice conversations.

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Learning Page

## WORK PRACTICES/ DEPENDABILITY

- Beginner* • Business Etiquette: Phone, Email and Text
- Beginner* • Building Better Routines
- General* • Mastering Self-Leadership

## CUSTOMER SERVICE/TEAMWORK/ INTERPERSONAL SKILLS

- Beginner* • How to Win Trust and Connect Masterfully
- Intermediate* • Improve Collaboration and Role Clarity with RACI and Swimlanes
- General* • Effective Collaboration across Teams
- Advanced* • Discovery-Driven Leadership with Rita McGrath

## ORGANIZATION/ TIME MANAGEMENT

- Beginner* • Secrets of Effective Prioritization
- Intermediate* • Help Your Team Prioritize What Matters Most
- General* • Managing Multiple Projects
- General* • Ten Minutes to Better Prioritization

## COMMUNICATION/LEADERSHIP/ PERFORMANCE MANAGEMENT

- Beginner* • Adopting the Habits of Elite Performers
- Intermediate* • Coaching for Results
- General* • Become More Coachable
- Advanced* • Coaching and Developing Employees

## INITIATIVE/PROBLEM SOLVING

- Beginner* • Problem-Solving Techniques
- Beginner* • Improving your Thinking
- Intermediate* • Developing a Critical Thinking Mindset
- General* • Critical Thinking and Problem Solving
- Advanced* • Critical Thinking for More Effective Communication