Upcoming Trainings

d. University

Register for Upcoming Trainings

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<td>CLD - 1015 Half St SE</td>
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<td>OCP or 441 4th St NW</td>
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<td>DDOT - 55 M St SE</td>
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<tr>
<td>Skillport or Webinar</td>
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Select each month and course below to learn more.

- **ArcGIS Online for Organization**: CLD - 1015 Half St. SE; 9th Fl.
- **Becoming Your Own Best Boss** (Online via Skillport)
- **BEGA Ethics**: BEGA - 441 4th St. NW
- **Change Management**: CLD - 1015 Half St. SE; 9th Fl.
- **Coaching with Intention**: CLD - 1015 Half St. SE; 9th Fl.
- **Communicating Non-Defensively**: CLD - 1015 Half St. SE; 9th Fl.
- **Cultivating Relationships with Your Peers** (Online via Skillport)
- **Emotional Intelligence**: CLD - 1015 Half St. SE; 9th Fl.
- **Giving and Receiving Feedback**: CLD - 1015 Half St. SE; 9th Fl.
- **How to Navigate Your Career**: Webinar
- **Managing Up**: CLD - 1015 Half St. SE; 9th Fl.
- **Managing You Career**: Webinar
- **Microsoft Access 2010-Level I**: CLD - 1015 Half St. SE; 9th Fl.
- **Microsoft Access 2010 – Level 2**: CLD - 1015 Half St. SE; 9th Fl.
- **Microsoft Excel 2010 - Level I**: CLD- 1015 Half St. SE; 9th Fl.
- **Microsoft Excel 2010-Level 2**: CLD - 1015 Half St. SE; 9th Fl.
- **Microsoft Outlook 2010**: CLD - 1015 Half St. SE; 9th Fl.
- **Microsoft PowerPoint 2010**: CLD- 1015 Half St. SE; 9th Fl.
- **Microsoft PowerPoint 2010-Level 2**: CLD - 1015 Half St. SE; 9th Fl.
- **Microsoft Word 2010 - Level I**: CLD - 1015 Half St. SE; 9th Fl.
- **Microsoft Word 2010 - Level 2**: CLD - 1015 Half St. SE; 9th Fl.
- **Negotiation and Influence**: CLD - 1015 Half St. SE; 9th Fl.
Personality: Myers-Briggs: CLD - 1015 Half St. SE; 9th Fl.
Presentation Skills 101: CLD - 1015 Half St. SE; 9th Fl.
Project Management Essentials: CLD - 1015 Half St. SE; 9th Fl.
Quality Customer Care in District Government: CLD - 1015 Half St. SE; 9th Fl.
Ready, Set, Goal!: CLD - 1015 Half St SE; 9th Fl.
Resume Build & Interviewing: CLD - 1015 Half St. SE; 9th Fl.
Setting Boundaries: CLD - 1015 Half St. SE; 9th Fl.
Sexual Harassment Prevent MSS: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
The First Step: Initiative: CLD - 1015 Half St. SE; 9th Fl.
Understanding PMP for Employee: CLD - 1015 Half St. SE; 9th Fl.
Understanding Stress: CLD - 1015 Half St. SE; 9th Fl.
Unlock Your Personal Brand - You: CLD - 1015 Half St. SE; 9th Fl.
Work-Life Effectiveness: CLD - 1015 Half St. SE; 9th Fl.
Working Out and Through Conflict (Online via Skillport)
Adobe InDesign-Level: CLD - 1015 Half St. SE
Advanced Project Management: Graduate School
Art of Time Management: CLD - 1015 Half St. SE
Basic Computer Skills: CLD - 1015 Half St. SE; 9th Fl.
BEGA Ethics: BEGA - 441 4th St NW
Change Management: CLD - 1015 Half St. SE; 9th Fl.
Contract Administrator: OCP - 441 4th St. NW
Critical Thinking Process: CLD - 1015 Half St. SE
DDOT Federal-Aid Budget Training: - DDOT - 55 M St. SE; 4th Fl.
Effective Statements of Work: OCP - 441 4th St. NW
Emotional Intelligence: CLD - 1015 Half St. SE; 9th Fl.
Giving and Receiving Feedback: CLD - 1015 Half St. SE; 9th Fl.
Language Access: CLD - 1015 Half St. SE; 9th Fl.
Managing Anger: CLD - 1015 Half St. SE
Managing Up: CLD - 1015 Half St. SE
Microsoft Access 2010-Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
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Microsoft Word 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
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Negotiation and Influence: CLD - 1015 Half St. SE
PASS Buyer: OCP Resources/Training Center- 441 4th St. NW
PE Civil Exam Review Course: DDOT - 55 M St. SE; 439 A/B

Personality - Myers-Briggs: CLD - 1015 Half St. SE; 9th Fl.

Presentation Skills 101: CLD - 1015 Half St. SE; 9th Fl.

Procurement Lifecycle: OCP - 441 4th St. NW

Quality Customer Care in District Government: CLD - 1015 Half St. SE

Ready, Set, Goal!: CLD - 1015 Half St. SE; 9th Fl.

Resume Build. & Interviewing: CLD - 1015 Half St. SE; 9th Fl.

Sexual Harassment Prevent MSS: For MSS Only: CLD - 1015 Half St. SE; 9th Fl

Strategic Thinking Approach: CLD - 1015 Half St. SE

Supplier Risk Management: OCP - 441 4th St. NW

Understanding PMP for Employee: CLD - 1015 Half St. SE; 9th Fl.

Understanding Stress: CLD - 1015 Half St. SE

Work-Life Effectiveness: CLD - 1015 Half St. SE; 9th Fl.

Writing for Results: CLD - 1015 Half St. SE; 9th Fl.

Basic Computer Skills: CLD - 1015 Half St. SE; 9th Fl.

Communicating Non-Defensively: CLD - 1015 Half St. SE; 9th Fl.

Concrete Pipe Installation: DDOT - 55 M St. SE; 439 A/B

Contract Administrator: OCP - 441 4th St. NW

Intro to DC Gov. Contracting: OCP - 441 4th St NW

Microsoft Excel 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.

Microsoft Visio 2010-Level I: CLD - 1015 Half St. SE

PASS Buyer: OCP Resources/Training Center- 441 4th St. NW

Understanding PMP for Employee: CLD - 1015 Half St. SE; 9th Fl.

Asphalt Resurfacing (MD T2 Center at College Park, Maryland)

Asphalt Roads - Common Maintenance Problems (MD T2 Center at College Park, Maryland)

Basic Drainage (MD T2 Center at College Park, Maryland)

Designing Pedestrian Facilities for ADA Accessibility (MD T2 Center at College Park, Maryland)

Flagger Certification (MD T2 Center at College Park, Maryland)

Highway Capacity Manual and Level of Service (MD T2 Center at College Park, Maryland)

Adobe InDesign – Level I: DCHR

ArcGIS Desktop: DCHR

ArcGIS Online for Organization: DCHR

Art of Time Management: DCHR

Coaching and Team Building for Managers and Supervisors: 55 M St SE
Coaching with Intention: DCHR
Communicating Non-Defensively: DCHR

Construction Mathematics (MD T2 Center at College Park, Maryland)

Contract Administrator: DCHR

Critical Thinking: DCHR

EEO Counseling Best Practices: DCHR

Effective Statement of Work: DCHR

Insurance Contract Review: DCHR

Insurance Reqs for Contractors: DCHR

Intro. to DC Govt Contracting: DCHR

Managing Across Culture: DCHR

Managing Anger: DCHR

Managing the Contract: DCHR

Managing the DC Purchase Card: DCHR

Managing Up: DCHR

Microsoft Access 2010 – Level 1: DCHR

Microsoft Access 2010 – Level 2: DCHR

Microsoft Access 2010 – Level 3: DCHR

Microsoft Excel 2010 – Level 2: DCHR

Microsoft Excel 2010 – Level 3: DCHR

Microsoft Outlook 2010: DCHR

Microsoft PowerPoint: DCHR

Microsoft Project 2010: DCHR

Microsoft Visio 2010 – Level 1: DCHR

Microsoft Visio 2010 – Level 2: DCHR

Microsoft Word 2010 – Level 1: DCHR

Microsoft Word 2010 – Level 2: DCHR

Microsoft Word 2010 – Level 3: DCHR

Negotiation and Influence: DCHR

Overview of DC GIS-ArcGIS: DCHR

PASS Analysis: DCHR

PASS Buyer: DCHR

Personality: Myers-Briggs: DCHR

Preparing to Lead: DCHR

Presentation Skills 101: DCHR

Procurement Lifecycle: DCHR

Project Management Essentials: DCHR

Quality Customer Care in District Government: DCHR

Ready, Set, Goal!: DCHR
Review Insurance Certificate: DCHR
Setting Boundaries: DCHR
Signalize Intersection Design and Timing (MD T2 Center at College Park, Maryland)
Strategic Thinking Approach: DCHR
The First Step: Initiative: DCHR
To Signalize or not to Signalize (MD T2 Center at College Park, Maryland)
Understanding Stress: DCHR
Using the DC Purchase Card: DCHR
Work-Life Effectiveness: DCHR
Advanced Project Management: Graduate School
Blueprint Reading for Highway Workers: (MD T2 Center at College Park, Maryland)
Business Writing and Email Etiquette: 55 M St SE
Contract Administrator: DCHR
Effective Statement of Work: DCHR
Flagger Certification (MD T2 Center at College Park, Maryland)
Intro to DC Gov’t Contracting: DCHR
Managing the Contract: DCHR
Managing the DC Purchase Card: DCHR
PASS Buyer: DCHR
Preventive Pavement Maintenance (MD T2 Center at College Park, Maryland)
Traffic Engineering Fundamentals (MD T2 Center at College Park, Maryland)
Using the DC Purchase Card: DCHR

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Art of Time Management: CLD - 1015 Half St. SE

Blueprint Reading for Highway Workers: (MD T2 Center at College Park, Maryland)

Building High Performance Team: For MSS Only: CLD - 1015 Half St. SE

Coaching with Intention: CLD - 1015 Half St. SE

Communicating Non-Defensively: CLD - 1015 Half St. SE

Contract Administrator: OCP - 441 4th St. NW

Critical Thinking Process: CLD - 1015 Half St. SE

Effective Statements of Work: OCP - 441 4th St. NW

Flagger Certification: (MD T2 Center at College Park, Maryland)

Handling People with Tact: CLD - 1015 Half St. SE

Intro to DC Gov’t Contracting: OCP - 441 4th St NW
Introduction to Management: For MSS Only: CLD - 1015 Half St. SE

Introduction to Temporary Traffic Control (MD T2 Center at College Park, Maryland)

Managing Across Cultures: For MSS Only: CLD - 1015 Half St. SE

Managing Anger: CLD - 1015 Half St. SE

Managing Up: CLD - 1015 Half St. SE

Microsoft Access 2010-Level 1: CLD - 1015 Half St. SE

Microsoft Access 2010-Level 2: CLD - 1015 Half St. SE

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Microsoft PowerPoint 2010: CLD - 1015 Half St. SE

Microsoft Project 2010: CLD - 1015 Half St. SE

Microsoft Project 2010-Level 2: CLD - 1015 Half St. SE

Microsoft Word 2010 - Level 2: CLD - 1015 Half St. SE

MS 2010 Basic Computer Skills: CLD - 1015 Half St. SE

Negotiation and Influence: CLD - 1015 Half St. SE

PASS Buyer: OCP - 441 4th St. NW

Performance Management for MSS: For MSS Only: CLD - 1015 Half St. SE

Principles of Management: For MSS Only: CLD - 1015 Half St. SE

Project Management Essentials: CLD - 1015 Half St. SE

Quality Customer Care in the District Government: CLD - 1015 Half St. SE

Ready, Set, Goal!: CLD - 1015 Half St. SE

Resume Build. & Interviewing: CLD - 1015 Half St. SE

Road Safety 365 Workshop (MD T2 Center at College Park, Maryland)

Road Surface Management (MD T2 Center at College Park, Maryland)

Setting Boundaries: CLD - 1015 Half St. SE

SharePoint 2010-Level 1: CLD - 1015 Half St. SE

Strategic Communications: For MSS Only: CLD - 1015 Half St. SE

Strategic Thinking Approach: CLD - 1015 Half St. SE

Techniques for Reducing Construction and Maintenance Costs (MD T2 Center at College Park, Maryland)

The First Step: Initiative: CLD - 1015 Half St. SE

Understanding PMP for Employee: CLD - 1015 Half St. SE

Understanding Stress: CLD - 1015 Half St. SE

Using/Managing the DC Purchase Card: OCP - 441 4th St. NW
Work-Life Effectiveness: CLD - 1015 Half St. SE
Adobe InDesign-Level: CLD - 1015 Half St. SE
Basic Computer Skills: CLD - 1015 Half St. SE; 9th Fl.
BEGA Ethics: BEGA - 441 4th St NW
Building High Performance Teams: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
Change Management: CLD - 1015 Half St. SE; 9th Fl.
Coaching with Intention: CLD - 1015 Half St. SE; 9th Fl.
Contract Administrator: OCP - 441 4th St. NW
Communicating Non-Defensively: CLD - 1015 Half St. SE; 9th Fl.
Designing Safer Roads for Pedestrians and Bicyclists: (MD T2 Center at College Park, Maryland)
Effective Statements of Work: OCP - 441 4th St. NW
Emotional Intelligence: CLD - 1015 Half St. SE; 9th Fl.
Giving and Receiving Feedback: CLD - 1015 Half St. SE; 9th Fl.
Introduction to Management: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
Language Access: CLD - 1015 Half St. SE; 9th Fl.
Leadership Skills Non-Managers: CLD - 1015 Half St. SE; 9th Fl.
Managing Up: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Access 2010-Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010-Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010 - Level 3: CLD - 1015 Half St. SE; 9th Fl.
Microsoft PowerPoint 2010: CLD - 1015 Half St. SE; 9th Fl.
Microsoft PowerPoint 2010-Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 - Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 Level 3: CLD - 1015 Half St. SE; 9th Fl.
Negotiation and Influence: CLD - 1015 Half St. SE; 9th Fl.
PASS Buyer: OCP - 441 4th St. NW
Performance Management for MSS: For MSS Only: CLD - 1015 Half St. SE
Personality - Myers-Briggs: CLD - 1015 Half St. SE; 9th Fl.
Presentation Skills 101: CLD - 1015 Half St. SE; 9th Fl.
Principles of Management: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
Project Management Essentials: CLD - 1015 Half St. SE; 9th Fl.
Progressive Discipline: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
Quality Customer Care: CLD - 1015 Half St. SE; 9th Fl.
Ready, Set, Goal!: CLD - 1015 Half St. SE; 9th Fl.
Resume Build. & Interviewing: CLD - 1015 Half St. SE; 9th Fl.
Setting Boundaries: CLD - 1015 Half St. SE; 9th Fl.
Sexual Harassment Prevent MSS: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
Skills for Emerging Leaders: CLD - 1015 Half St. SE; 9th Fl.
To Signalize or not to Signalize (MD T2 Center at College Park, Maryland)
Understanding PMP for Employee: CLD - 1015 Half St. SE; 9th Fl.
Using/Managing the DC Purchase Card: OCP - 441 4th St. NW
The First Step: Initiative: CLD - 1015 Half St. SE; 9th Fl.
Winter Maintenance: (MD T2 Center at College Park, Maryland)
Work-Life Effectiveness: CLD - 1015 Half St. SE; 9th Fl.
Writing for Results: CLD - 1015 Half St. SE; 9th Fl.

Advanced Project Management: Graduate School
Art of Time Management: CLD - 1015 Half St. SE
Basic Computer Skills: CLD - 1015 Half St. SE; 9th Fl.
BEGA Ethics: BEGA - 441 4th St. NW
Change Management: CLD - 1015 Half St. SE; 9th Fl.
Coaching with Intention: CLD - 1015 Half St. SE; 9th Fl.
Communicating Non-Defensively: CLD - 1015 Half St. SE; 9th Fl.
Contract Administrator: OCP - 441 4th St. NW
Critical Thinking Process: CLD - 1015 Half St. SE
Effective Statements of Work: OCP - 441 4th St. NW
Emotional Intelligence: CLD - 1015 Half St. SE; 9th Fl.
Giving and Receiving Feedback: CLD - 1015 Half St. SE; 9th Fl.
Intro to DC Gov’t Contracting: OCP - 441 4th St. NW
Introduction to Management: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.
Managing Anger: CLD - 1015 Half St. SE
Managing Up: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Access 2010-Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Access 2010-Level 2: CLD - 1015 Half St. SE
Microsoft Access 2010 – Level 3: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010-Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft PowerPoint 2010: CLD - 1015 Half St. SE; 9th Fl.
Microsoft PowerPoint 2010-Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 - Level 2: CLD - 1015 Half St. SE; 9th Fl.
Negotiation and Influence: CLD - 1015 Half St. SE; 9th Fl.

PASS Buyer: OCP - 441 4th St. NW

Performance Management for MSS: For MSS Only: CLD - 1015 Half St. SE

Personality - Myers-Briggs: CLD - 1015 Half St. SE; 9th Fl.

Presentation Skills 101: CLD - 1015 Half St. SE; 9th Fl.

Principles of Management: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Procurement Lifecycle: OCP - 441 4th St. NW

Progressive Discipline: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Project Management Essentials: CLD - 1015 Half St. SE; 9th Fl.

Quality Customer Care: CLD - 1015 Half St. SE; 9th Fl.

Ready, Set, Goal!: CLD - 1015 Half St. SE; 9th Fl.

Resume Build. & Interviewing: CLD - 1015 Half St. SE; 9th Fl.

Setting Boundaries: CLD - 1015 Half St. SE; 9th Fl.

Sexual Harassment Prevent MSS: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Skills for Success MSS: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Strategic Communications: For MSS Only: CLD - 1015 Half St. SE

Strategic Thinking Approach: CLD - 1015 Half St. SE

The First Step: Initiative: CLD - 1015 Half St. SE; 9th Fl.

Understanding PMP for Employee: CLD - 1015 Half St. SE; 9th Fl.

Understanding Stress: CLD - 1015 Half St. SE

Work-Life Effectiveness: CLD - 1015 Half St. SE; 9th Fl.

Writing for Results: CLD - 1015 Half St. SE; 9th Fl.

Basic Computer Skills: CLD - 1015 Half St. SE; 9th Fl.

BEGA Ethics: BEGA - 441 4th St NW

Change Management: CLD - 1015 Half St. SE; 9th Fl.

Coaching with Intention: CLD - 1015 Half St. SE; 9th Fl.

Contract Administrator: OCP - 441 4th St. NW

Communicating Non-Defensively: CLD - 1015 Half St. SE; 9th Fl.

Effective Statements of Work: OCP - 441 4th St. NW

Emotional Intelligence: CLD - 1015 Half St. SE; 9th Fl.

High Impact Presentation - MSS: CLD - 1015 Half St. SE; 9th Fl.

Intro to DC Gov't Contracting: OCP - 441 4th St. NW

Introduction to Management: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Language Access: CLD - 1015 Half St. SE; 9th Fl.

Leadership Skills Non-Managers: CLD - 1015 Half St. SE; 9th Fl.
Management Ready? Webinar

Managing the Contract: OCP - 441 4th St NW

Managing Up: CLD - 1015 Half St. SE; 9th Fl.

Microsoft Access 2010-Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010-Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Excel 2010 - Level 3: CLD - 1015 Half St. SE; 9th Fl.
Microsoft PowerPoint 2010: CLD - 1015 Half St. SE; 9th Fl.
Microsoft PowerPoint 2010-Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 - Level I: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 - Level 2: CLD - 1015 Half St. SE; 9th Fl.
Microsoft Word 2010 Level 3: CLD - 1015 Half St. SE; 9th Fl.
Negotiation and Influence: CLD - 1015 Half St. SE; 9th Fl.

PASS Buyer: OCP - 441 4th St. NW

Performance Management for MSS: For MSS Only: CLD - 1015 Half St. SE

Preparing to Lead: Graduate School USA; 600 Maryland Ave SW

Presentation Skills 101: CLD - 1015 Half St. SE; 9th Fl.
Principles of Management: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Project Management Essentials: CLD - 1015 Half St. SE; 9th Fl.

Propelling into Management: Webinar

Quality Customer Care: CLD - 1015 Half St. SE; 9th Fl.

Ready, Set, Goal!: CLD - 1015 Half St. SE; 9th Fl.
Resume Build. & Interviewing: CLD - 1015 Half St. SE; 9th Fl.

Setting Boundaries: CLD - 1015 Half St. SE; 9th Fl.

Sexual Harassment Prevent MSS: For MSS Only: CLD - 1015 Half St. SE; 9th Fl.

Skills for Emerging Leaders: CLD - 1015 Half St. SE; 9th Fl.
The First Step: Initiative: CLD - 1015 Half St. SE; 9th Fl.

Understanding PMP for Employee: CLD - 1015 Half St. SE; 9th Fl.
Understanding Stress: CLD - 1015 Half St. SE

Using/Managing the DC PCard: OCP - 441 4th St. NW

Work-Life Effectiveness: CLD - 1015 Half St. SE; 9th Fl.
Writing for Results: CLD - 1015 Half St. SE; 9th Fl.