



UC People Management Series and Certificate: Core & Elective Courses

UC Learning Center: <http://lms.ucdavis.edu/>

Enter the course title in the search field.

CORE Courses (complete all 16):

1. **UC Performance Management: Performance Management Overview**
(DAC-HRUCPM01-PMC) Estimated Duration: 25 minutes
2. **UC Performance Management: Setting Expectations and Individual Performance Goals** (DAC-HRUCPM02-PMC) Estimated Duration: 1 hour
3. **UC Performance Management: Giving and Receiving Feedback**
(DAC-HRUCPM03-PMC) Estimated Duration: 45 minutes
4. **UC Performance Management: Engaging and Developing Employees**
(DAC-HRUCPM04-PMC) Estimated Duration: 30 minutes
5. **UC Performance Management: Conducting Performance Appraisals**
(DAC-HRUCPM05-PMC) Estimated Duration: 30 minutes
6. **UC Performance Management: Motivating, Recognizing and Rewarding Employees** (DAC-HRUCPM06-PMC) Estimated Duration: 30 minutes
7. **UC Performance Management: Coaching for Performance and Development**
(DAC-HRUCPM07-PMC) Estimated Duration: 30 minutes
8. **UC Performance Management: Managing Corrective Action** (DAC-HRUCPM08-PMC) Estimated Duration: 35 minutes
9. **UC Hiring for Success** (DAC-HRUCPM09-PMC) Estimated Duration: 30 minutes
10. **UC Strategic Onboarding**
(DAC-HRUCPM10-PMC) Estimated Duration: 15 minutes

UC Managing Implicit Bias (6 modules)

11. **What is Implicit Bias?** (DAC-CM0601-DA-IMPBIAS1-ECO) Estimated Duration: 28 minutes
12. **The Impact of Implicit Bias** (DAC0CM0602-DA-IMPBIAS2-ECO) Estimated Duration: 28 minutes
13. **Common Forms of Bias** (DAC-CM0604-DA-IMPBIAS4-ECO) Estimated Duration: 21 minutes

14. Managing Implicit Bias in the Hiring Process (DAC-CM0606-DA-IMPBIAS6-ECO-DAAS) Estimated Duration: 23 minutes

15. Managing the Influence of Implicit Bias: Awareness (DAC-CM0603-DA-IMPBIAS3-ECO) Estimated Duration: 24 minutes

16. Managing the Influence of Implicit Bias: Mindfulness and Conscious De-biasing (DAC-CM0605-DA-IMPBIAS5-ECO) Estimated Duration: 24 minutes

ELECTIVES (complete 4 electives by choosing one from each topic area):

Topic Area #1 - Managing People:

Identifying the Root Causes of Performance Issues (DAC-HRUCPME23)

Topic Area #2 - Administrative & Operations:

Leverage Your Strengths and Avoiding Derailers (DAC-HRUCPME17)

Help Your Employees Prioritize Their Work (DAC-HRUCPME15)

Topic Area #3 - Change Management:

Change Projects–The Crucial Role of Communication (DAC-HRUCPME20)

Choosing the Right Strategy for Implementing a Change (DAC-HRUCPME21)

Topic Area #4 - Communications:

UC Responding to Conflict (DAC-HRUCPM11)

UC Exercising Influence (DAC-HRUCPM12)

Facilitating Upward Feedback (DAC-HRUCPME18)

Dealing with Negative Reactions to Performance Feedback (DAC-HRUCPME19)

Building Collaborative Relationships (DAC-HRUCPME16)

Communicating – Connecting to Your People (DAC-HRUCPME22)