



## **UC Systemwide People Management Series and Certificate: Core and Elective Courses**

UC LEARNING CENTER: <http://lms.ucdavis.edu/>

### **CORE Courses (complete all 10):**

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