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EMPLOYEE SERVICES

# LinkedIn Learning

## Resources for Working Remotely

Take advantage of the LinkedIn Learning options below. Visit the Professional Growth and Training website for more information. Access this Learning Path for courses to help improve your strategies and provide you tools for working remotely.

| Topic | Category | Course |
|---|---|---|
| Working Remotely | Time Management | Time Management: Working from Home<br>Proven Tips for Managing Your Time |
| | Productivity | Organizing Your Remote Office for Maximum Productivity<br>Productivity Tips: Finding Your Productive Mindset<br>Remote Work Foundations<br>Becoming Indistractable |
| | Communication | Time Management Tips: Communications |
| | Management | Managing Virtual Teams<br>The Future of Performance Management<br>Leading at a Distance |
| | Meetings | Leading Virtual Meetings<br>Leading Remote Projects and Virtual Teams |
| Technology | Zoom | Learning Zoom |
| | Microsoft Teams | Microsoft Teams Essential Training<br>Communication Within Teams<br>Microsoft Teams Tips and Tricks |
| | Canvas | Learning Canvas 2019 |
| Resilience | Stress | Managing Stress<br>Managing Stress for Positive Change |
| | Mental Health | What's Next: Reinventing Work in the New Normal<br>Support your Mental Health During Challenging Times<br>Balancing Work and Life<br>Developing Resourcefulness<br>Thriving @ Work: The Connection between Well-being and Productivity<br>Building Resilience |

LinkedIn Learning Reference Guide | lil_Working_Remotely.docx
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