



All classes are available to Harvard *benefits-eligible* faculty, post-docs and staff at no cost

*Check course description for registration deadline and pre-work

Career Development

Cover Letters Do Count! *New*
July 20
August 17

Quick Tips for Effective Resumes
July 14
August 12

Tap into the Potential of Your Unique Strengths*
July 13
August 20

Unlock the Power of LinkedIn
August 18

Write a LinkedIn Profile that Works for You!* *New*
July 21

Communication/ Productivity

How to Use Social Media at Harvard
July 20

Influencing Without Authority
June 10
August 10

Managing Competing Priorities
June 17
August 12

Diversity, Inclusion & Belonging (DIB)

Introduction to DIB*
July 21
July 27

Understanding Unconscious Bias*
July 19

Anti-Racism Resources for the Workplace
Learn how to understand and dismantle racism in the workplace.

Online Learning
Harvard ManageMentor
Interactive online modules that address everyday workplace challenges.
Harvard Training Portal
HTP brings together all of your compliance and professional development in one modern platform.
LinkedIn Learning
Thousands of self-paced online courses in software, technology, communication, and creative skills in business.

Managing at Harvard

Becoming a Coaching Manager*
July 27 and August 10

Leading People* *New*
July 22

Manager's Community Forum*
August 5

Managing Engagement and Burnout in the Covid Era*
August 3

Universal Manager Training*
July 14, 21, 28

Resiliency

Recommended order to complete:

Optimism
June 8
August 4

Mental Agility
June 16
August 5

Self-Regulation
June 22
August 11

Connection
June 29
August 18

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