Carnegie Mellon University

Human Resources

Using the Human Resources Calendar of Events

Search the Calendar
Use the search bar find programs by topic or sponsoring organization.

Subscribe to the Calendar
Click on "Subscribe" for instructions on how to subscribe to the HR Calendar with your Outlook, Google or other calendar.

Learn More About a Program
Click on an entry to view a description, location and tags (keywords related to the program, in blue-outlined buttons).

April 2018
Register for a Program
Click on the green “Register Here” button to register for a program. Andrew ID and password may be required.

Human Resources Calendar of Events

TIAA Retirement Counseling Session
Tue Apr 3rd 9:00am - 4:00pm
Caffee Room; Cohon University Center

Change Calendar View
Switch from the Monthly view to the Pinboard or Agenda view to see programs tagged by topic, sponsoring organization and intended audience. These view options appear at the top of the calendar as buttons or a drop-down menu, depending on your device and screen size.

Human Resources Calendar of Events

Change view buttons

Events from Apr 1st

Change view dropdown
Use Tags, or Keywords, to Explore Upcoming Programs

Once you have opened the Pinboard or Agenda view, click on a tag to see related programs based on topic, sponsoring organization, intended audience or course challenge level.

**Human Resources Calendar of Events**

**Events from Mar 1st**

*Human Resources Professional Development Services*

- **Thu Mar 1st 9:00am - 11:00am**
  - Communication Strategies in the Workplace
  - Register Here
  - Would you like to optimize your communication skills in the workplace? Interested in gaining insight to the different communication styles of your co-workers, colleagues and supervisors? Puzzled by ho...

---

*Human Resources Professional Development Services*

- **Tue Mar 6th 9:00am - 1:00pm**
  - New Hire Orientation
  - Register Here
  - Are you new to the university? Do you have a new staff member within your organization? The

---

*Human Resources Professional Development Services*

- **Wed Mar 7th 1:30pm - 3:30pm**
  - Emerging Leadership: Creating a Leadership Development Plan
  - Register Here
  - When you look ahead at your career… is being a leader in your future? Developing your

---

**Pinboard view**

**Human Resources Calendar of Events**

**Events from Mar 1st**

*Human Resources Professional Development Services*

---

**Agenda view**