Team Up Thursdays
Team Up for Teamwork!
Learning Code: Administration (3000)

AUGUST 25, 2016
ICN Resources and Trainings Related to Human Resources

The University of Mississippi
www.theicn.org
ICN offers:

- Online Classes
- Downloadable Training Materials
## Human Resources Online Courses

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<tr>
<th>Course Title</th>
<th>Description</th>
<th>Credits</th>
<th>Hours</th>
<th>Prerequisites</th>
<th>Target Audience</th>
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<tr>
<td>Human Resource Series - Communication Skills for Managers</td>
<td>This course is the first course in a series of seven online courses in the Management Skills for Success series. The purpose of this series is to help learners develop effective people skills. (more...)</td>
<td>4</td>
<td>4140, 4150</td>
<td>none • Hours: 4.00</td>
<td>Child Nutrition Managers and Directors</td>
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<tr>
<td>Human Resource Series - Creating a Motivating Workplace</td>
<td>This course is designed to help school nutrition managers understand the relationship between motivation and emotions and feelings, identify factors that motivate employees, and describe effective actions a manager can take that creates a motivating workplace. (more...)</td>
<td>3</td>
<td>3410, 3420</td>
<td>none • Hours: 3.00</td>
<td>Child Nutrition Managers and Directors</td>
<td>[Register Now]</td>
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<tr>
<td>Human Resource Series - Dealing with Conflict in the Workplace</td>
<td>The course is designed to help managers develop skills that they can use to bring about win-win resolutions to conflicts that occur in the workplace. (more...)</td>
<td>3</td>
<td>3410, 3420</td>
<td>none • Hours: 3.00</td>
<td>Child Nutrition Managers and Directors</td>
<td>[Register Now]</td>
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<tr>
<td>Human Resource Series - Dealing with Difficult People and Situations</td>
<td>This online training presents information on three aspects of dealing with difficult people or situations: the manager's attitude, the manager's purpose and goals, and non-productive behaviors. (more...)</td>
<td>3</td>
<td>3410, 3420</td>
<td>none • Hours: 3.00</td>
<td>Child Nutrition Managers</td>
<td>[Register Now]</td>
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<tr>
<td>Human Resource Series - Delegating and Empowering</td>
<td>This online training focuses on the conditions for successful delegation in the work environment and will help managers recognize the role they play in setting the stage for successful delegation. (more...)</td>
<td>3</td>
<td>3410, 3420</td>
<td>none • Hours: 3.00</td>
<td>Child Nutrition Managers</td>
<td>[Register Now]</td>
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<tr>
<td>Human Resource Series - Employee Discipline</td>
<td>This online training focuses on the set standards of acceptable behavior essential in the operation of any organization. (more...)</td>
<td>3</td>
<td>3410, 3420</td>
<td>none • Hours: 3.00</td>
<td>Child Nutrition Managers</td>
<td>[Register Now]</td>
</tr>
<tr>
<td>Human Resource Series - Performance Standards and Expectations</td>
<td>This online training is designed to increase the school nutrition manager's awareness and to help facilitate integration of existing Child Nutrition Program standards. (more...)</td>
<td>3</td>
<td>3410, 3420</td>
<td>none • Hours: 3.00</td>
<td>Child Nutrition Managers</td>
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Accessing Information through the Document Library

ICN’s Web site contains one of the largest document libraries for child nutrition programs and research available today.

1. Quick Search by Title and/or Keywords
   - Title:
   - Keywords:
   - Search

2. Advanced Search
   Search using a combination of nearly a dozen search criteria.

3. Subject Index
   18 subject areas for ICN resources.

4. List Education and Training Resources by Title
   View an alphabetical list of ICN Education and Training resources; select any title to view a complete description of the resource and view or download its components.

5. List Research Resources by Title
   View an alphabetical list of ICN Research resources; select any title to view a complete description of the resource and view or download its components.

6. List of Resources by Title
   View an alphabetical list of ICN resources and select any individual resource or document for viewing or downloading.

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# Document Library Subject Index

Click on a named subject below to see resources.

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USDA Resources
https://professionalstandards.nal.usda.gov/

Administration 3000

Administration
- Free and Reduced Price Meal Benefits (3100)
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- Financial Management (3300)
  - Meal Counting, Claiming, Managing Funds (3310)
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  - Financial Analysis (3340)
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Institute of Child Nutrition
The University of Mississippi

theicn.org
news.theicn.org
theicn.org/onlinecourses

800-321-3054