

Happy St. Patrick's Day!

LUCK (lŭk): Good fortune or prosperity; success.



Luck is what you have left over after you give 100 percent! ~Langston Coleman

I'm a great believer in **luck** and I find the harder I work, the more I have of it. ~Thomas Jefferson

The Center for University Learning invites you for **green cake & cookies** on March 17th after 12 noon in the CUL Library. Be there!

On February 4, 2004, the Center for University Learning at Kennesaw State University began Level One of the Ethical Leadership Certificate program. This learning initiative is a multi-tiered leadership development program endorsed by the RTM Institute for Leadership, Ethics and Character at Kennesaw State University.

Congratulations to Dianne Bridges, Dana Carter, Durba Chatterjee, Sam Edwards, Donna Golder, Mary Jo Halick, Mike Morton, Arlean Paige, Gary Palmer, Cecilia Peyton, Joyce Simons, and Amy Thompson. These individuals have been selected to be our "trailblazers: in our first Ethical Leadership Certificate Program for staff and faculty. If you have any questions, and/or if you are interested in applying for the fall program, please contact Brenda Lora at ext. 3450.

The RTM Institute for Leadership, Ethics and Character invites you to attend the 2004-2005 Luncheon Discussion Series

Ethics at the Crossroads of Open Source and Copyright
Tuesday, March 22 Registration Number PDS 612/01

Environmental Ethics: Lessons from the Grassroots
Tuesday, April 19 Registration Number PDS 613/01

Register online at:

<http://acsdevl.kennesaw.edu/learnctr>

Our resource Center has self paced studies, computers, training videos, and much more! Come enjoy the soft lighting as well as the peace and quiet while you expand your knowledge skills!

Free lunch, anyone?

Ever picked up a newsletter and thought to yourself... *"Man, I could have come up with a better title than that!"* Well, here's your chance. This newsletter needs a name, and we want **YOU** to come up with it. (Hey, you can't expect us to do ALL the work!)

Inspirational. Funny. Witty. Serious. It's all fair game – but it **MUST** be creative! (Just a tip – the more your title has to do with personal and professional development or the Learning Center, the better your odds of winning...) *"Winning what?"* you ask. Well, since we've decided that a good idea coming from you is worth more than the bold print alone, we've got a prize for you!

The KSU employee who comes up with the title selected for this newsletter will win a \$15 gift certificate from Macalister's and will be listed with their picture and winning entry in our next newsletter. Just name this newsletter and lunch is on us!

To submit all entries, e-mail Maxayn Davis at mdavis2@kennesaw.edu, and be sure to put **"Name This Newsletter"** in the subject box. Or call at 770-499-3646. You can even drop by the office – Room 172 in the KSU Center with your entry. Whatever your delivery method, **you MUST have your title submitted to us no later than May 16, 2005 to be considered for the prize.**



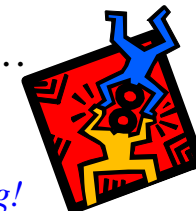
This space in the newsletter will be reserved for your success stories and/or inspirational comments. If you would like to use this space to communicate with the KSU community, forward your submission via email to mdavis2@kennesaw.edu for possible inclusion in a future issue of this newsletter.

Submissions should be received no later than the 15th of the month prior to the next quarterly newsletter. Submissions should not exceed 150 words and may be edited for specific content based on space availability and subject matter.

The Wellness Center wants you to...

Get S.M.A.R.T.

Tips on how to stop smoking!



Save Money. A pack a day is an \$800+ per year habit.

Mind Media Manipulation. Be aware of it and reject it.

Address Addiction Control. Understand it. Get help to stop it.

Record your activities and emotions when reaching for a smoke.

Trade unhealthy smoking habits for healthy ones.

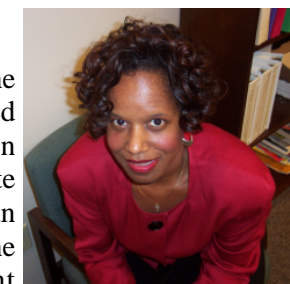
Take a walk, chew gum, fix yourself a cup of tea, eat a mint, sing a song, call a friend, munch a celery stick, start a new hobby, enroll in a class. Quit smoking and choose better health!

~By Women's Heart Foundation, Inc.

**For more smart information
contact the Wellness Center at
www.kennesaw.edu/col_hhs/wellness**

KSU Welcomes You, Linda!

Linda Lyons is our new Director at the Center for University Learning. She joined the Learning Center staff on January 4, 2005 from Georgia State University where she served as an Instructional Services Coordinator in the Management & Staff Development Services unit. Linda has been in the Training and Organizational Development field for over 10 years. She holds an undergraduate degree in business administration with an emphasis on Management Development and completed her MS in Human Resource Development from Georgia State University in the Spring of 2003. Welcome Linda!



For more information about this newsletter, email mdavis2@kennesaw.edu or call Maxayn Davis at 7/499-3646. Also, visit us on the web at www.kennesaw.edu/learning_ctr

UPCOMING TRAINING COURSES

Career Development
 3/15 Getting Feedback You Need^{CD} 1PM-3PM
 3/29 Essential Interviewing Skills^{CD} 9AM-12PM
 4/12 & 4/19 Career Assessment^{CD HW OPC} 2PM-5PM

Computer Skills
 3/14 & 3/16 *Beg. Access XP^{CP} 1PM-4PM
 4/4 & 4/6 *Inter. Access XP^{CP2} 1PM-4PM
 4/18 & 4/20 *Adv. Access XP 1PM-4PM

Desktop Publishing
 3/15 Creating PDF Documents 10AM-12PM
 3/15 Creating PDF Documents 10AM-12PM
 3/21 Intro. to Desktop Publishing 32PM-4PM
 3/23 Graphics for Print 10AM-12PM
 3/23 Creating PDF Documents 4PM-6PM
 4/13 MS Publisher XP 9AM-12PM

Digital Video Editing
 3/14 Digital Video Editing Concepts 2PM-4PM
 3/16 Digital Video Editing Concepts 4PM-6PM
 3/16 Lighting & Indoor Shooting 2PM-4PM
 3/21 Digital Video Editing Concepts 4PM-6PM
 3/21 FieldShooting & Camera Tech. 10AM-12PM
 3/22 FieldShooting & Camera Tech. 10AM-12PM
 3/22 Lighting & Indoor Shooting 2PM-4PM
 3/23 FieldShooting & Camera Tech. 2PM-4PM
 3/28 Digital Video Editing Concepts 10AM-12PM
 3/28 Digital Video Editing Concepts 4PM-6PM
 3/29 Digital Video Editing Concepts 2PM-4PM
 3/30 Digital Video Editing Concepts 10AM-12PM

Excel
 4/5 & 4/7 *Beg. Excel XP^{CCP} 9AM-12PM
 4/19 & 4/21 *Inter. Excel XP^{CCP2} 9AM-12PM
 5/3 & 5/5 *Adv. Excel XP 9AM-12PM

Groupwise
 4/6 GroupWise 8AM-12PM

PC Basics
 4/27 Inside the PC^{CCP} 9AM-12PM

PowerPoint
 3/22 & 3/24 *Beg. PowerPoint XP^{CCP} 9AM-12PM
 4/12 & 4/14 *Inter. PowerPoint XP^{CCP2} 9AM-12PM

Kronos & Introduction to Multimedia
 Please see printed catalog for listings

WebCT
 3/15 Beg. WebCT 9AM-12PM

Web Design
 3/1 & 3/3 Creating a Web Page/HTML^{CCP2} 9AM-12PM
 3/2 & 3/9 Photoshop 9AM-3PM
 3/3 Dreamweaver Inter. 9AM-3PM
 3/4 Intro. to JavaScript^{CCP2} 9AM-12PM
 3/14 & 3/16 FLASH 9AM-3PM
 3/29 Creating & Pub. Web Page^{CCP} 1PM-4PM
 4/13 Intro. To Web Design 9AM-3PM
 4/18 & 4/20 Creating Web Page/HTML^{CCP2} 9AM-12PM
 4/21 Dreamweaver Beg. 9AM-3PM
 4/26 FrontPage XP - Beg. 9AM-3PM
 4/29 Dreamweaver Inter. 9AM-3PM
 5/2 & 5/9 Photoshop 9AM-3PM
 5/4 Intro. to JavaScript^{CCP2} 9AM-12PM
 5/5 FrontPage XP - Inter. 9AM-3PM
 5/9 & 5/11 Fireworks 9AM-3PM

Windows
 3/21 Beg. Windows XP^{CCP} 1PM-4PM
 4/14 Inter. Windows XP^{CCP} 1PM-4PM

Word
 3/28 & 3/30 *Beg. Word XP 1PM-4PM
 4/11 & 4/13 *Inter. Word XP 1PM-4PM
 4/25 & 4/27 *Adv. Word XP 1PM-4PM

Human Relations & Service
 3/9 Negotiation - Win-Win Style 9AM-4PM
 5/6 What's Your DQ? Disc. Div. 9AM-4PM

Professional Development
 4/22 Polishing Presentation Skills^{OPC} 9AM-4PM
 4/29 *Leadership Beyond Mgmt. 9AM-4PM

Wellness & Life Management
 3/1 Spring Training: 12³⁰PM-1³⁰PM
 4/5 Health Fair 8AM-6PM
 4/12 Men's Health 12³⁰PM-1³⁰PM
 4/19 Poker Walk 12³⁰PM-1⁴⁵PM
 4/26 Sleep of Your Dreams 12³⁰PM-1³⁰PM
 4/28 Mobile Mammography Van 9³⁰AM-4³⁰PM



enlightening minds and enriching careers

Center for University Learning
 1000 Chastain Road
 MB # 3301
 Kennesaw, GA 30144



Kennesaw State University

Center for University Learning Newsletter

For Faculty & Staff

Volume 1, Issue 1
 March 2005

Coming Soon...

Excel 2005 is scheduled for May 23rd through May 27th. The purpose of the EXCEL Program is to provide an opportunity for you to achieve lifelong learning, skills development, and to fellowship with newfound friends and colleagues at KSU. It also bands together both Faculty and Staff in a learning experience that will give each participant a sense of value to their leadership roles on campus and how everyone, regardless of their specific role, is a major factor to the success of Kennesaw State University.



Who is eligible for EXCEL 2005? You are! All full-time employees of the university who have been employed a minimum of six months and faculty and/or administrative faculty members in their first to fifth years of service are encouraged to apply for this program. The deadline for applications is March 25, 2005. For further information, point your browser to www.kennesaw.edu/excel or call the Center for University Learning at ext. 3450.



For class information and to register, visit www.kennesaw.edu/learning_ctr or call Brenda Lora at ext. 3450