



# THE HYBRID WORKPLACE

Productivity Tools for Success Training Boot Camp Series



FOUNDATIONS OF  
THE HYBRID  
WORKPLACE  
&  
STRATEGIC  
PLANNING SERIES

AVAILABLE NOW  
VIRTUALLY THROUGH  
PANOPTO

[CLICK LINK TO ACCESS  
COURSES FOR BOTH SERIES](#)



## Do You Have All The Tools You Need To Be Successful In The Hybrid Workplace?

### Foundations & Strategic Planning Boot Camps

Working remotely during the pandemic required the workforce to constantly adapt work processes and procedures and we all learned a great deal in this process. With a gradual return to campus and hybrid work we will need to continue to upskill in order to evolve as the nature of our work and our workplace evolves. The Hybrid Workplace series offers staff training in the available productivity and collaboration tools that will help contribute to individual and shared success in our new normal. Participants can access each of the pre-recorded video sessions and PDF decks by clicking on the link provided in this flyer.



# Boot Camp Schedule

## **SERIES A: FOUNDATIONS OF THE HYBRID WORKPLACE**

Webex: Messaging and Calling  
Webex Meetings  
Gmail & Calendar  
Google Docs  
Google Sheets  
Google Slides

## **SERIES B: STRATEGIC PLANNING FOR THE HYBRID WORKPLACE**

Webex: Messaging and Calling  
Webex Meetings  
Facilitating Hybrid Meetings  
Leading Hybrid Teams  
Surveys with Google Forms/Qualtrics  
Docusign

### **Boot Camp Target Audience:**

**FOUNDATIONS:**  
Front Line Staff &  
Individual Contributors

**STRATEGIC PLANNING:**  
Current and/or  
Aspiring Managers &  
Leaders

**SERIES CO-SPONSORED  
BY THE DEPARTMENT  
OF HUMAN RESOURCES  
& DIVISION OF  
INFORMATION  
TECHNOLOGY**

**Participants who take 5 of the 6 sessions in a series will be eligible for a digital badge**

**[LIVE LINK TO TRAINING IN PANOPTO](#)**