Need help with your New Year's resolutions? [1]

January 5, 2018 by Employee Services [2]

Every year, we create New Year's resolutions, ranging from losing weight and eating healthier to increasing productivity and balancing work and life. According to U.S. News [3], however, 80% of these promises are dropped by February.

Ensure you make it through 2018 to meet both your personal and professional goals with Skillsoft and Lynda.com resources:

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<tr>
<th>Skillsoft [4]</th>
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<td><strong>Goals and Setting Goals</strong> [6]</td>
<td><strong>Achieving Your Goals</strong> - In this online course, develop smart ways to create a quantifiable goal, turn that goal into actions and share that commitment publicly to establish accountability.</td>
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<td>- In this course, you'll examine the types of goals you can use to advance your career and personal life, learn to construct achievable goals and explore ways to align your goals with your own priorities.</td>
<td><strong>Setting Team and Employee Goals</strong> - In this one hour course, develop SMART goals: specific, measurable, achievable, relevant and time-bound. Using the SMART framework, you will create goals that are achievable, appropriate and linked to organizational strategy.</td>
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<td><strong>Setting Goals</strong> [8]</td>
<td><strong>Setting Your Financial Goals</strong> - Learn how to make a personalized financial action plan based off money management basics with this handy online guide.</td>
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<td>- Need a more interactive learning tool? Become a research analyst for a consumer and market research firm in this exercise to explore setting appropriate goals for both you and others.</td>
<td><strong>18 Ways to Create Lifelong Goals</strong> [7] - Discussing the importance of establishing work-life balance goals, this online book helps you become a well-rounded career professional who is more effective on the job.</td>
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<td><strong>Setting Goals in Four Dimensions</strong> [8] - Goals can be put in one of four categories: your career, your relationship and family, your role in the community and as a caretaker in your mind, body and spirit. Review and rebalance the priorities periodically in this Skillsoft Job Aid.</td>
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CU employees can discover thousands of books, courses and videos covering the latest software, creative and business skills for personal and professional growth.
To access **Skillsoft**:

1. Log on to your campus portal [9].
2. Expand *Quick Links*.
3. Select *Start Skillsoft*.

To access **Lynda.com**:

1. Log on to your campus portal [9].
2. Click the *NavBar*.
3. Select *CU Resources*.
4. Select *Training*.
5. Select **Lynda.com** (Lynda.com will open in a separate window.)

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