Quick on the uptake: Microlearning teaches you a new skill. [1]

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Sitting on the bus on your way home from work? Waiting for an appointment with nothing to do? Have a few spare minutes? Employee Services has developed microlearnings with short, effective lessons that last.

Each guide begins with a self-assessment of your current knowledge. Then, you can watch a short video and follow a plan to apply your newfound knowledge.

Here’s a quick overview of available guides:

- **Learning How to Learn** [3] - It may have been a while since you have stepped foot in a classroom/learning environment. Discover how to mentally prepare yourself to learn and be successful at the end.
- **Setting Goals** [4] - Understand the benefits and process of setting achievable, short-term and long-term goals for your professional and personal life.
- **Feedback** [5] - It may be hard to give and receive constructive feedback, whether it’s during a high-pressure situation or not. Learn how to handle this delicate subject.

After you have completed the microlearning, enhance your learning journey by taking advantage of the tools available on Skillsoft [6] and Lynda.com [7], located in your employee portal. [8]

Get started [9]

microlearning [10], guide [11], SkillSoft [12], Lynda.com [13], Career Advancement & Learning [14]