"Intellectual growth should commence at birth and cease only at death."
- Albert Einstein

In addition to workshops and seminars, online learning management systems like Skillsoft and Lynda.com can help you develop personally and professionally. Jumpstart your self-guided learning experience with setting a goal and learning how to learn.

**Just Starting? Set a Goal.**

**Getting Started**

The best place to start with self-guided learning is with goal setting. This will help you to set a plan for moving forward in your personal and professional development.
Develop Your Own Learning Plan:

- Think about what you want to achieve. Write this out so it is **Specific, Measurable, Achievable, Relevant, and has a Timetable.**
- Develop a plan for action. Break your goal down into steps of how you will get there.
- Increase your chances of achieving goals. Write out your goal, put it somewhere you’ll always see it, and/or tell someone about it.

Learn more. [2]

Learning How to Learn

Start Learning

Now that you have a goal, it's time to start learning. What is learning? How do we get the most out of a learning experience? Get the most out of your time investment by first learning how to learn.

Remember

- Learning requires aspiration, curiosity, vulnerability, and self-awareness
- The first step is setting a learning objective (goal), the second is gathering resources (see our catalog below for a place to start)
- Focus your learning time and avoid distractions

Learn more. [3]

- **Learning Guide Catalog**
- **Microlearning Catalog**

Now jump into a topic of your choice with a learning guide. The guides are organized into three categories. Explore each category by clicking on the title and then click on a guide to open it in a new page.

Creativity and Communication Skills

Innovation [4]

Leadership and Management Skills
Meeting Management [5]
Performance Management [6]

Technical Skills

Microsoft Office [7]

- Learning How to Learn [3]
- Setting Goals [2]
- Feedback [8]