

# Course Guide



Managing at UF: The Supervisory Challenge is designed to provide University of Florida leaders with meaningful information about the knowledge, skills, and behaviors necessary for being an effective manager in our diverse university environment.

To achieve the “Managing at UF” certification, participants need ten required workshops and two electives—for a total of 12 workshops. Employees who choose to work toward the Managing at UF: The Supervisory Challenge certificate can do so at their own pace and complete workshops in any order. There is no time limit for completion of the certificate.

**Required Courses** – you must complete all **10** required courses listed below.

Course Code	Course Name	Quadrant	Completed
SCS010	HR101: How to Stay Legal as a Manager or Supervisor	Generate Alignment	
SCS014	Communication for Managers	Create & Communicate Vision	
SCS020	Coaching for Success	Cultivate Talent	
SCS025	Accountability in the Workplace	Generate Alignment	
SCS030	Power of Feedback	Cultivate Talent	
SCS035	Leveraging Emotional Intelligence for Effective Leadership	Build Trust	
SCS040	Interviewing and Hiring	Cultivate Talent	
SCS045	Thinking Strategically: Using Vision, Purpose, and Goals to Get Results	Create & Communicate Vision	
SCS055	Inspiring Trust: Begin an Example, Setting a Standard	Build Trust	
SCS100	What to Do First When Everything is Important: Planning, Priorities, and Delegation	Generate Alignment	

**Elective Courses** – you must complete **2** elective courses from the selections below.

Course Code	Course Name	Quadrant	Completed
GET240	An Everyone Culture: Leading for Engagement and Belonging	Build Trust	
LES050	Leading the Challenge of Change	Create & Communicate Vision	
PRO301	UF101: What Every Employee Should Know About the University of Florida	Create & Communicate Vision	
SCS015	The New Manager	Build Trust	
SCS060	Relationship Strategies	Create & Communicate Vision	
SCS065	Cultivating Judgment: Critical Thinking for Complex Work Environments	Generate Alignment	
SCS075	Leading a Team	Cultivate Talent	
SCS080	Making Meetings Work	Cultivate Talent	
SCS095	The Art of Difficult Conversations	Cultivate Talent	
SCS200	From Manager to Motivator	Build Trust	
SCS300	Mastering the Challenge of Managing Employees	Generate Alignment	
TRV012	Influence: Leveraging Relationships for Change	Create & Communicate Vision	

SCS301	The Mindful Leader	Build Trust	
--------	--------------------	-------------	--