

Welcome to the **November** edition of the Learning Cart **Newsletter**

Our goal is to enrich you and your teams' **development** through the use of The Learning Cart.

Issue 9, November 2015

To share is kind (forward to your team)

We've updated the format to highlight featured courses:

Life Skills: Optimizing Your Work/Life Balance: Taking Control of Your Stress

Why You Need It: The holidays are coming are you ready?

Retail Skills: Midwest Dairy Association Dairy Academy

Why You Need It: Learn more about the dairy products you sell in your store, and how to merchandise them.

New HR Course Offerings List

Why You Need It: Keep up to date on the latest HR course offerings.

More detailed course descriptions below

See below for directions on how to delete a non-required course from your active list.

To inquire about your personalized tour of The Learning Cart, or any questions please [contact us](#).

Visit our [SUPERVALU University Website](#)



What's in YOUR Learning Cart?

Suggestion Box

Have suggestions for The Learning Cart newsletter?

Click [here](#) to share them!

Did you know?

You can use The Learning Cart as a reference/resource tool. Just review the section you want in a course, no need to complete the entire course*.

Need technical help with The Learning Cart? Contact the Help Desk:

1-888-767-4227

To remove your name from our mailing list, please [click here](#)

MORE DETAILS:

Optimizing Your Work/Life Balance: Taking Control of Your Stress

Are you constantly adding things to your to-do-list and it seems like the list never shrinks? Are you worried stress is starting to negatively impact your health and relationships? Stress is produced by your own feelings and reactions to certain external events. This course reviews strategies for coping with stress.

Dairy Merchandising

You'll get an overview of dairy farming today, milk safety and processing, dairy product facts and managing the dairy department. The course provides answers to questions our customers have.

New HR Course Offerings

HR Competencies: Consultation and Critical Evaluation

HR Competencies: Global and Cultural Effectiveness and Communication

Management of People: Talent Acquisition and Retention

Management of People: Employee Engagement

Management of People: Learning and Development

Management of People: Total Rewards

Organization and HR: Structure of the HR Function

Organization and HR: Organizational Effectiveness and Development

Organization and HR: Employee Relations

Workplace Management: Corporate Social Responsibility

Advanced HR Management: Competencies for Senior HR Professionals Part I

***If the course is a requirement for your job, you must complete it.**

How to Remove a Course from your To-Do List (if it's non-required)

Step 1: From your list of Current Training in Learning Cart, highlight the course that you want to remove. Once selected (highlighted), the description will appear below the list of items in your To-Do area.

Step 2: In the description box for the course, click on the "Other Actions" dropdown box and choose "Cancel Registration." This will take you to the Cancellation Confirmation screen.

Step 3: In the Cancellation Confirmation screen, you will see the course title you want remove. Click on the button "Cancel Marked". Once clicked, you have been removed from the roster of that course and it will no longer appear in your Current Registration list. Please note, if your email is connected to the Learning Cart – you will receive an automatic email confirmation stating that you are no longer registered for that class.