ARE YOU...

Interested in learning new skills?

Interested in brushing up on old skills?

Looking for some professional development and networking opportunities?

LOOK NO FURTHER! THE MADSKILLZ UPSKILLING SESSIONS ARE FOR YOU!

Reserve Your Spot!
REGISTER TODAY!

REGISTER NOW

FYI: These sessions are designed to help Centene staff to brush up on old skills or learn new skills that will help enhance their productivity, be more marketable, and/or better serve our customers!

Mad Skillz
PHCO L&D - UPSKILLING SESSIONS

CENTENE®
Corporation

Available Upskilling Sessions

All About Canva: A Straightforward Tool for Design

Learn how to create impressive, professional looking documents, job aids, flyers, and presentations with Canva at ease. Find out how YOU can use Canva on the job!

Quarter 1 Available Sessions:
1/15-1/16, 2/17-2/18, & 3/6-3/7

2-Day Course
1.5 hrs daily

Excel Basics

This class is designed for beginners, providing hands-on guidance to confidently build essential Excel skills. Learn to organize data, use formulas, & more!

Quarter 1 Available Sessions:
1/23, 2/11, and 3/17

Duration:
1.5 hours

Roadmap to a Dynamic PowerPoint Presentation

Learn how to insert pictures, shapes & icons, seamlessly transition betwen slides, and use the designer function to communicate in a persuasive, entertaining, and inspiring manner.

Quarter 1 Available Sessions:
1/29, 2/26, and 3/26

Duration:
1 hr & 15 mins

Fresh New Outlook on Outlook!

This presentation will offer you organization tips, calendar tips, short-cuts, and much more to improve your Outlook Experience! You will know much more than how to reply to emails!

Quarter 1 Available Sessions:
1/29, 2/25, and 3/27

Duration:
1 hour

Tips and Tricks of Microsoft Word

Have you ever wondered what else you can do in Microsoft Word? Join this session to learn the in's and out's of the program and new tricks!

Quarter 1 Available Sessions:
1/22 and 2/11

Duration:
1 hour

ChatGPT Unveiled

Explore how AI and ChatGPT can revolutionize our daily work and business operations. Be empowered with the knowledge and tools to leverage AI, making your life and work easier, faster, and more impactful.

Quarter 1 Available Sessions:
1/15, 2/12, and 3/12

Duration:
1 hour

Available Upskilling Sessions

SNAG-IT: Screen Mastery Made Simple!

Become a picture editing wiz by learning all you can do with Snagit. Learn how to grab screenshots, record your screen, and add annotations to communicate processes and concepts clearly.

Quarter 1 Available Sessions:
1/23, 2/19, and 3/13

Duration:
1 hour

What is OneNote?

This training will revolutionize how you manage your documents, emails, and notes. You'll gain inclusive access to techniques that simplify your workflow - effortlessly.

Quarter 1 Available Sessions:
1/28, 2/13, and 3/19

Duration:
50 mins

Smartsheet Basics

This session explores how Smartsheet can positively affect your productivity and how you can use it to meet deadlines, be organized with projects, and impact your team's success!

Quarter 1 Available Sessions:
2/14 and 3/7

Duration:
1.5 hours

Using Teams to the Max

Get an in-depth look at how to use Microsoft Teams in a way that best suits you! Focus will be on capabilities beyond just messaging and data sharing, but on chat functionality, meeting facilitation, and shared spaces.

Quarter 1 Available Sessions:
1/24, 2/21, and 3/21

Duration:
1 hour

The Fundamentals of Project Management

The FUNdamentals of Project Management is a brief development course where we explore the basic elements of guiding project work to deliver outcomes while fostering the needs and development of our teams.

Quarter 1 Available Sessions:
1/22, 2/20, and 3/18

Duration:
1.5 hours

Mastering Project Needs Analysis

In this interactive session, you'll step into the shoes of gumshoe detectives, solving the mystery of project needs analysis! We'll explore the fundamentals of needs analysis through a pulp detective fiction scenario, making learning engaging and memorable.
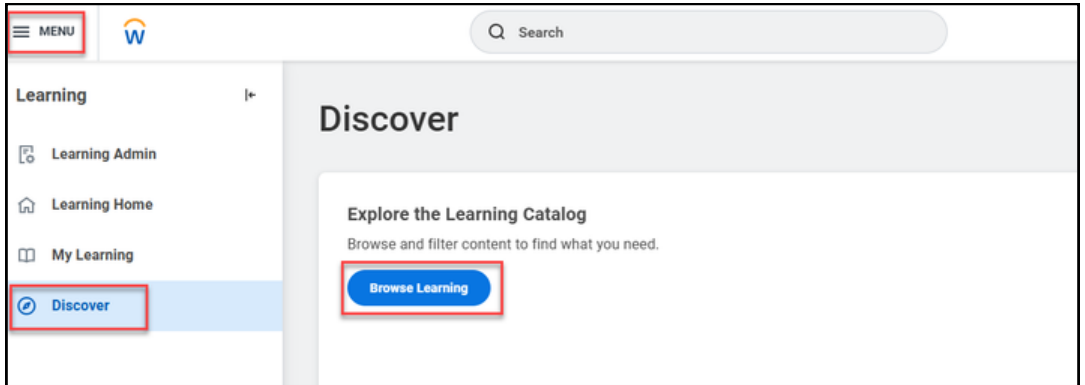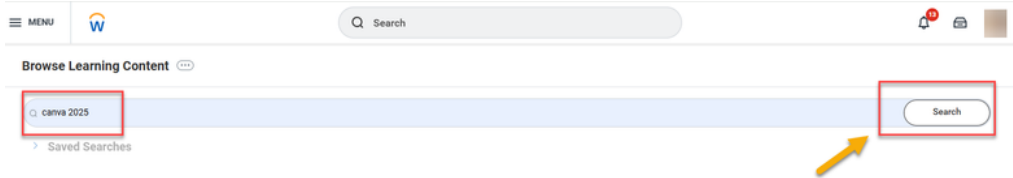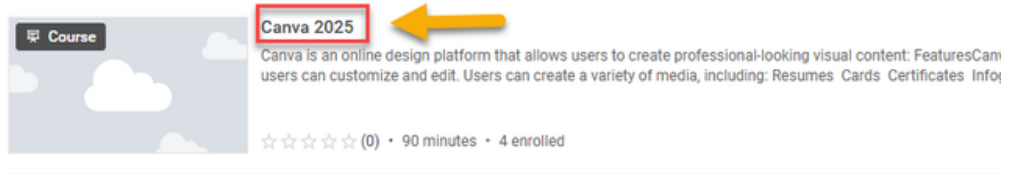
Quarter 1 Available Sessions:
1/21, 2/18, and 3/18

Duration:
1.5 hours

How to Register for the MadSkillz Upskilling Sessions?

Step	Description
1	**Navigate to Centene University Workday Learning.**
2	**Select "Menu", then "Discover", and next select "Browse Learning".**
3	**Type the name of the Upskilling Session you want to register for in the "Browse Learning Content" field, and then select "Search".**
4	**Select your course by clicking on the session title.**
5	**Click "Select Offering" to choose any available upcoming classes!**