



UNIVERSITY OF
TEXAS
ARLINGTON

**DIVISION FOR
ENTERPRISE
DEVELOPMENT**



CORPORATE TRAINING SOLUTIONS

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TABLE OF CONTENTS



Training by UTA is led by industry experts who offer the strategies, tools and methodologies for businesses to succeed in a rapidly changing environment. These courses are designed for employees to deepen their current knowledge base and build new skills that companies need to stay current and relevant.

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4	EMPLOYEE DEVELOPMENT	12	DIGITAL TOOLS FOR TODAY'S BUSINESSES
	4 Finance and Accounting		12 Adobe Creative Suites
	4 Communication		12 Design, Development, Application UI/UX Design
	4 Technical Writing		12 Word Press
	5 Human Resources		
	5 SHRM		
	5 Certified Financial Planner		
	5 Foreign Languages		
6	MANAGEMENT AND LEADERSHIP	13	DIGITAL ARTS FOR TODAY'S BUSINESSES
	6 MiniMBA		13 Digital Marketing and Social Media
	6 Leadership, Supervisory and Management		13 Short Film Editing and Music Production
	6 Non-Profit Management		13 Photography for Business
	7 Operations		
	7 Project Management Professional		
	7 Event Planning and Management		
	7 Lean Principles		
	7 Facility Management Professional		
	7 Business Continuity and Disaster Recovery		
	8 Train the Trainer		
	8 Small Business		
	8 Marketing and Sales		
	9 Logistics and Supply Chain Management		
	9 Master in Construction Management		
	9 Drones		
	9 Test Preparation Training and Services		
10	COMPUTER TRAINING	14	SAFETY, HEALTH AND ENVIRONMENTAL ISSUES
	10 AutoCAD		14 Leading Measures for Improving Safety Performance
	10 CNC Programming		14 Safety, Health and Environmental Risk Management Principles
	11 CompTIA A+, N+, S+		14 Risk Assessment Techniques
	11 Cybersecurity		14 Principles of Auditing
	11 Cloud Computing		14 Intermediate Accident Investigation and Photography
	11 Computer Forensics		15 Job Hazard Analysis / Job Safety Analysis (JSA)
			15 Management of Change (MOC)
			15 Safety and Health Management Systems
			15 Introduction to Environmental Compliance
			15 Fundamentals of the Clean Air Act
			15 Resource Conservation and Recovery Act

TRAINING SOLUTIONS AND SERVICES

DIVISION FOR ENTERPRISE DEVELOPMENT

TRAINING SOLUTIONS

The University of Texas at Arlington is committed to meeting the challenges of today's changing marketplace by providing the services and training you need to keep your business competitive, productive, and successful. Customers today demand that companies deliver products and services faster, less-expensive, and higher in quality. With training provided by UTA staff, your employees will not only gain the advantage but also acquire the skills necessary to hone that competitive edge.

UTA has an extensive list of training programs designed to meet the needs of complex business environments. Our instructors, content experts, and training specialists can identify and deliver training based upon your unique business, required time frame and preferred delivery method. Our focus is to increase individual and workforce efficiency, while sharpening your employees professional skill sets.

OUR TOP REQUESTED PROGRAMS INCLUDE

- Project Management including Scrum/Agile
- Lean Principles
- Cybersecurity
- Technical Writing
- SHRM & Human Resources
- Accounting Principles
- Adobe Creative Suites
- OSHA Training
- Environmental Compliance & Regulations
- Leadership
- Business Continuity & Disaster Recovery
- Event Planning

You can choose from a wide selection of courses, or we can customize a current program or service to fulfill a company's particular requirements. We can tailor any program by customizing the curriculum and choosing the delivery format that best satisfies your needs. We offer on-site, online, on-campus or hybrid training designed specifically for your organization's purpose.

Our experienced customer service team will handle all of the training logistics from the initial consultation to the final assessment to ensure complete satisfaction of services and delivery.

SERVICES

Consulting ☆ Staffing ☆ IT Services

Conference and Event Management ☆ Curriculum Development



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EMPLOYEE DEVELOPMENT



UTA provides support for companies (regardless of size) seeking to close employees' skills gaps, as well as train their workforce. Employers who invest in their employees' professional development see a greater return in employee productivity and profits.

FINANCE AND ACCOUNTING

Whether employees are looking to gain a basic understanding of accounting and finance or needing advanced skills, we provide the training your organization demands.

Possible topics include

- Accounting Fundamentals
- Financial Analyst
- Accounting Cycle
- Accounts Payable and Receivable
- Journals and Inventory
- Financial Account Management
- Professional Bookkeeping
- Excel
- Excel PowerBI Tools
- Excel Pivot Tables and Macros
- Reporting using Excel
- Access
- QuickBooks
- Sage
- PeopleSoft
- Business Writing Basics
- Stocks and Investments
- Business Finance for Non-Finance Personnel

COMMUNICATION

Improving employees' communication skills is vital in today's marketplace. Perfecting professional writing skills and mastering public speaking and communication produce rewarding outcomes for your employees and organization.

Possible topics include

- Keys to Effective Communication
- Becoming Assertive
- Effective Business Writing
- Technical Writing
- Technical Writing Techniques
- Technical Editing
- Grant Writing
- Presentation Skills
- Interpersonal Communication
- Mastering Public Speaking

TECHNICAL WRITING

Training your employees to be technical writers and effective communicators will provide them with the skills necessary to convey technical content in a useful manner to any audience.

Possible topics include

- Technical Writing Introduction
- Technical Writing Techniques
- Technical Editing
- Technical Writing for Presentations

HUMAN RESOURCES

Professionals in Human Resources teach practical skills to employees that can be immediately and directly applied to the workplace. UTA teaches the knowledge essential for Human Resources professions.

Possible topics include

- Fundamentals of Human Resources
- Business Communication Basics
- Human Resources Law
- Compensation and Benefits
- Mediation in the Employment Sector
- Workers' Compensation
- Coaching and Counseling Employees
- Business Writing for HR Professionals
- Benefit Updates/EEO-1
- Conflict Resolution
- Diversity and Inclusion
- Documentation
- Employee Relations
- Emotional Intelligence
- Generational Training
- Workplace Safety
- Time Management
- Culture
- Recruiting

SHRM

Implementing a proven approach for teaching adult learners, our system helps employees understand, apply and engage with behavioral competencies and acquire new HR knowledge. Online learning modules based on the SHRM BoCK and interactive study tools are incorporated into the study process to test students' knowledge and decision-making skills. There is no better way to successfully prepare your employees for the SHRM certification.



FOREIGN LANGUAGES

We deliver engaging and effective corporate language classes for businesses of all industries and sizes. When employees learn a new language, they become more confident in communicating publicly to diverse clients, and, in return, build a more effective team when conducting international business.

Languages UTA offers

Spanish	Vietnamese
French	Korean
Italian	Hindu
German	Urdu
Chinese	Farsi
Japanese	Arabic

We can also provide ESL (English as Second Language) training for international employees.

CERTIFIED FINANCIAL PLANNER

If your employees need to prepare for the prestigious CFP® certification, let us support their goals. Recognized as the highest standard, earning the CFP® mark will provide your organization with the recognition it requires to be set apart from the competition.

Possible topics include

- General Financial Planning Principles
- Risk Management, Insurance and Benefits Planning
- Investment and Tax Planning
- Retirement Savings and Income Planning
- Estate Planning

MANAGEMENT AND LEADERSHIP



Have your employees earn a MINI-MBA

The Mini-MBA program is an intense program designed specifically for individuals looking for an alternative to a traditional MBA degree program. Instruction focuses on business theory and key components of business management.

Possible topics include

- Organizational Theory
- Management
- Human Resources
- Legal Issues
- Finance and Accounting Principles
- Information Systems
- Technology Management
- Economics
- Law and Ethics
- Marketing and Strategy



LEADERSHIP, SUPERVISORY AND MANAGEMENT

Organizations need leaders who can communicate a clear vision and strategy, drive change, and sustain an innovative, high-performance culture. Our business leadership programs will help build employees' skills, increase their confidence, and fortify their expertise as a leader in the field. Whether a new supervisor or an experienced C-level executive, we can provide your employees with a foundation of core supervisory and leadership knowledge.

Possible topics include

- Real World Skills for First Time Supervisors
- Basic Supervision Series
- Fundamentals of Skills and Managing Resources
- Fundamentals of Communicating
- Dealing with Conflict
- Using Positive Discipline
- Dealing with Complaints
- Preparing for Change
- Problem Solving and Decision-Making Tools
- Process Improvement
- Managing Personal Growth
- Performance Management Skills
- Strategic Business Planning
- Introduction to "Who Moved My Cheese"
- Stewardship
- Emotional Intelligence
- Managing Change when you are not in Charge
- Assessing Team Progress
- Basic Data Gathering
- Waste Elimination
- Leading Global Businesses
- Leading Change
- Managing Organizational Growth or Renewal
- Leadership for C-Level or Senior Management
- Building a Culture of Innovation

NON-PROFIT MANAGEMENT

UTA can provide training to your employees to gain a deeper understanding of the skills and knowledge needed to solve problems, contribute ideas, and offer solutions for a non-profit organization.

DIVISION FOR ENTERPRISE DEVELOPMENT

MANAGEMENT
AND LEADERSHIP**OPERATIONS**

UTA can provide the training that employees need to stay ahead of business operations. Employees will learn the tools needed to achieve operational effectiveness by leveraging skills and enabling collaboration across your organization.

Possible topics include

- Operational Effectiveness
- Understanding Business Operations
- Call Center Operations
- Working in a Global Marketplace
- Quality Auditing
- Quality Engineering
- Quality Improvement
- Lean Principles
- Risk Management
- Sustainability

PROJECT MANAGEMENT PROFESSIONAL

Increase your employees' skills in leadership and business intelligence by providing professional development in Effective Project Management. Employees who understand these competencies support strategic objectives that contribute to the bottom line. The practical knowledge learned can be applied immediately to enhance job performance and productivity.

Possible topics include

- Project Management Fundamentals
- Project Management Agile and Scrum
- Effective Project Initiation and Planning
- Effective Project Execution and Control
- Mastering Project Management
- Project Management Professional (PMP) Prep Series
- High Speed Project Management

EVENT PLANNING AND MANAGEMENT

UTA has experienced event planners ready to train your staff using a thorough, step-by-step formula for planning and managing the professional aspects of social and corporate events.

**LEAN PRINCIPLES**

Lean Six Sigma is a methodology aimed at reducing waste. The goal is to identify and eliminate non-essential and nonvalue added steps in the business process in order to streamline production, improve quality, and establish customer loyalty. We have experienced instructors ready to prepare your employees to earn the highly sought after and rewarding certifications of Quality Management.

Possible topics include

- Fundamentals of Lean Principles
- Yellow Belt
- Green Belt
- Black Belt

FACILITY MANAGEMENT

UTA has a comprehensive training and assessment program that provides facility management professionals with the practical knowledge and skills required by today's employers.

BUSINESS CONTINUITY AND DISASTER RECOVERY

We provide participants with the knowledge to implement a business continuity/disaster recovery program. This hands-on training is designed to take the participants from a novice level, with little or no past experience, to an advanced level of recovery planning.

MANAGEMENT AND LEADERSHIP



TRAIN THE TRAINER

Effective training involves a range of skills, knowledge, and attitudes applied in a unique and engaging manner known as the “art of teaching.” Our program will prepare corporate trainers to present information successfully, respond to questions effectively, and lead activities that support and engage learners. Trainers will learn how to lead engaging discussions, listen intently, maintain a positive attitude, calculate accurate observations, and help participants make the necessary learning connections.

SMALL BUSINESS

Startup and small businesses face unique challenges and require senior management and employees to have distinct knowledge and vital skills to start and run a small business. UTA provides training in a wide-range of topics to assist the small business owner.

Possible topics include

- Accounting
- Human Resources
- Grant Writing
- Technology Management
- Cybersecurity
- Marketing and Strategy
- Process Improvement
- Operational Effectiveness
- Organizational Theory

MARKETING AND SALES

Understanding how to market and sell your organization’s products is key to improving your overall revenue. The personal development of your employees’ marketing techniques related to creating and exploring new sales opportunities is not only crucial but also fundamental to closing the deal. Providing training in marketing and sales for your employees will not only increase their overall sales performance but also improve their closing rates.

Possible topics include

- Client Relationship Management
- Providing Effective Feedback
- Sales Force Automation
- Sales Methodology
- Social Media Management
- Advertising and Outreach
- Digital Marketing
- Email Marketing
- Understanding Web Analytics
- Digital Analytics and Conversion
- Social and Mobile Marketing
- Sales
- Salesforce
- Effective Customer Service
- Managing a Call Center
- Marketing Fundamentals
- The Art of Negotiation
- Stress Management in Sales
- Keys to Effective Communication
- Public Speaking

DIVISION FOR ENTERPRISE DEVELOPMENT

MANAGEMENT
AND LEADERSHIP**LOGISTICS & SUPPLY CHAIN MANAGEMENT**

Understanding supply chain and logistics management from both a U.S. and global perspective is imperative for employees who interact with manufacturers and distributors, transportation carriers, and logistics service providers. UTA can provide the training necessary to compete in today's the global economy.

Possible topics include

Materials Management
Warehouse/Distribution Center Management
International Logistics and Supply Chain Management
Advanced Procurement Management
Global Supply Chain Management
Supply Chain Management and Logistics
Supply Chain Management and Operations
Supply Chain Management and Procurement
Integrated Supply Chain Management

MASTER IN CONSTRUCTION MANAGEMENT

Training employees to meet the industry's evolving advances in construction technologies, including financing and methods to underscore a sound and systematic management of construction projects, is at the core of success. UTA provides comprehensive training provided by industry professionals.

Possible topics include

Principles of Construction Management
Specifications and Documentation
Project Cost Estimation
Project Planning and Scheduling

**DRONES**

Drones are being used in a variety of ways by organizations. From marketing to surveying to disaster recovery, having trained employees in the use of drones is becoming increasingly necessary. We can train your employees on the FAA's Part 107 small Unmanned Aircraft Systems (sUAS) regulations and the associated Part 107 Certification test. We can provide the training that allows public safety teams to move beyond ground vehicles and expensive helicopters in order to execute aerial search and rescue missions more efficiently.

TEST PREPARATION TRAINING AND SERVICES

UTA offers complete test preparation for your employees in both academic and industry certifications.

Possible topics include

GED
GRE
GMAT
LSAT
CompTIA IT Certifications
Microsoft IT Certifications
PMI Project Management
SHRM HR Professional
Lean Six Sigma: Yellow, Green and Black Belt
IFMA Facility Management

COMPUTER TRAINING



AUTOCAD

UTA has expert instructors skilled in teaching the facets of AutoCAD and the AutoDesk software package.

Possible topics include

- Freehand Sketching
- Drawing
- Organization
- Computer-Aided Drafting
- Line of Work
- Abstract and Mechanical Reasoning
- Spatial Relations
- Graphic Design and Layout
- AutoCAD Fundamentals
- Autodesk AutoCAD Design Suite
- Revit Architecture
- AutoCAD Raster Design
- Showcase
- Mudbox
- Inventor
- 3ds Max

Advancements in technology require employers to maintain a workforce that provides the most current technical knowledge necessary to quickly and efficiently complete tasks. It is essential for employers to identify employee skill gaps and provide them with the training necessary to sustain a measurable ROI (Return on Investment). To bridge any knowledge gaps, UTA offers a wide variety of technology training online, in the classroom, or at your location.

CNC PROGRAMMING

Many manufacturers are struggling to replace CNC programmers. UTA provides a complete training program to meet the needs of organizations requiring this unique, specific skill set. Our program provides the employee with the entry-level training needed to review computer-aided design (CAD) blueprints for a program, calculate the tool paths required to produce the item from a solid block of material or casting, select the appropriate tools for the job, and plan the sequence of operations needed to complete the job, while assuring that the product adheres to precise measurement requirements.

Possible topics include

- Blueprint Reading
- Applied Machine Shop Theory
- Mill CNC Programming
- Lathe CNC Programming

DIVISION FOR ENTERPRISE DEVELOPMENT

COMPUTER TRAINING

CYBERSECURITY

Provide training to your employees to combat cyber threats, while also preparing them for in-demand IT certification exams.

Possible topics include

Information Security
 CompTIA Security+
 CEH
 Certified Information Systems Security Professional (CISSP)
 CompTIA Advanced Security Practitioner (CASP)
 Certified Information Systems Auditor (CISA)
 SSCP Systems Security Certified Practitioner
 Certified Ethical Hacker
 Certified Information Security Manager (CISM)

CLOUD COMPUTING

As more companies adopt cloud technologies, a growing demand for IT professionals to gain cloud certifications is on the rise. UTA is here to provide your employees with the expertise and knowledge in efficiently and effectively developing, deploying, and maintaining cloud solutions.

Possible topics include

Foundational concepts of Cloud Computing
 Cloud Application
 CompTIA Cloud+
 EXIN Cloud Computing
 Cloud Architect
 Amazon Web Services (AWS)
 AWS Solutions
 Microsoft Azure
 Azure Developer
 Google Analytics
 Understanding the Cloud

**TRAIN YOUR INFORMATION TECHNOLOGY (IT) EMPLOYEES IN THE INDUSTRY STANDARD COMPTIA TECHNOLOGY CERTIFICATIONS**

CompTIA is a provider of professional certifications for the information technology (IT) industry and a global association of IT industry companies with the goal of standardized qualifications for professionals in the industry. UTA provides training for your employees to pass the exam.

Exam preparation includes

CompTIA IT Fundamentals
 CompTIA A+ (Helpdesk Support)
 CompTIA N+ (Network Support)
 CompTIA S+ (Security Analyst)
 CompTIA Cloud+ (Infrastructure)
 CompTIA Linux+ (Infrastructure)
 CompTIA Server+ (Infrastructure)
 CompTIA CySA+ (Cybersecurity)
 CompTIA PenTest+ (Cybersecurity)
 CompTIA CASP+ (Cybersecurity)

COMPUTER FORENSICS

The University of Texas at Arlington offers a highly cost-effective approach to advancing the technical skills of your employees. Businesses can no longer afford to use antiquated techniques that fail to properly identify a breach or an incident. We provide training for digital forensics, incident response and threat-hunting teams to identify and successfully uncover evidence to mitigate a possible threat. Our instructors are experts in the field, with real-life, hands-on experience.

DIGITAL TOOLS FOR TODAY'S BUSINESSES



ADOBE CREATIVE SUITES

UTA provides training by Adobe technologies' instructors who specialize in teaching Adobe software packages.

Possible topics include

- Adobe Acrobat
- Adobe Photoshop
- Adobe Lightroom
- Adobe Premiere
- Adobe After Effects
- Adobe Illustrator
- Adobe InDesign
- Adobe Dreamweaver
- Adobe Audition

We provide the following Adobe Business Training:

- Adobe Advertising Cloud
- Adobe Commerce Cloud
- Adobe Analytics
- Adobe Audience Manager
- Adobe Experience Manger
- Adobe Target
- Martketo Engage
- Adobe Create Cloud
- Adobe Experience Cloud
- Adobe Experience Platform

Website and mobile design is crucial to the branding of your business. Having employees trained in the most current tools, trends, and applications is key to keeping your brand fresh and relevant.

UTA provides training in design, development and application.

UI/UX DESIGN

DEVELOPMENT AND APPLICATION

Possible topics include

- UI/UX
- Programming Fundamentals
- Web Page Design
- Adobe Photoshop
- JavaScript Programming
- Responsive Design Using Bootstrap
- HTML5 and CSS3
- UI/UX Fundamentals
- UI/UX Architecture
- Mobile App Development
- Android Programming

WORDPRESS

WordPress websites are the premiere choice for businesses and individuals. WordPress is considered the top content management system; its popularity has grown to approximately 90 million sites worldwide. Come be a part of this growing community.

Possible topics include

- WordPress Content Management System
- WordPress Fundamentals
- WordPress Administrator
- SEO Optimization
- WordPress Developer
- SEO for Small Businesses
- WordPress Plug-Ins
- Marketing and Ecommerce

DIGITAL ARTS FOR TODAY'S BUSINESSES

DIVISION FOR ENTERPRISE DEVELOPMENT

DIGITAL MARKETING AND SOCIAL MEDIA

Whether increasing traffic or engaging in conversations for various marketing campaigns, businesses today must be able to use marketing tools proficiently to successfully meet client goals. UTA provides the training you need to boost sales and reinforce your brand.

Possible topics include

- Building Your Brand
- Brand Engagement
- Digital Marketing
- Strategy and Management
- Digital Marketing Best Practices
- Understanding Analytics
- Digital Engagement
- Social Media Management
- Search Engine Optimization (SEO)
- Digital Branding
- Email Marketing
- B2B Digital Marketing
- Mobile Marketing
- Video Marketing
- Writing Digital Content

SHORT FILM EDITING AND MUSIC PRODUCTION

Digital marketing often includes campaigns filled with video and music. UTA can provide your employees with the skills needed to better utilize editing and production tools in marketing campaigns.

Possible topics include

- Script to Screen: Writing and Preproduction
- Film Editing
- Film Basics
- Audio Engineering
- Digital Music Production
- Music Editing with Adobe Audition
- Creating Mini-commercials
- YouTube and Your Business
- Editing with Adobe Premiere
- Creating Animation with Adobe After Effects
- Post-Production Techniques



PHOTOGRAPHY FOR BUSINESS

Marketing and branding your business includes delivering the best marketing pieces in print and digital formats. UTA can provide your employees with the photography skills needed to grow your business.

Possible topics include

- Introduction to Photography
- Photography Light and Lighting
- Adobe Photoshop
- Editing for Photographers with Lightroom
- Nature and Wildlife Photography
- Portrait Photography
- Wedding Photography
- Travel Photography
- Commercial Photography
- Catalog Photography
- Fashion Photography
- Still Life Photography
- Sports Photography
- Event Photography
- Architectural Photography
- Food Photography
- Product Photography
- Stock Photography
- Studio Light and Lighting
- Photography Posing
- Photoshop Retouching
- Corporate Headshots
- Photography for Social Media

SAFETY, HEALTH AND ENVIRONMENTAL ISSUES



LEADING MEASURES FOR IMPROVING SAFETY PERFORMANCE

This advanced safety and health course is designed to provide participants with the skill and knowledge to identify key steps and develop implementation strategies for an organization to effectively apply leading measures for improving safety performance. Participants will gain enhanced skills for measuring and prioritizing organizational risks. The course will also address corporate success measures, reward and recognition programs, and help participants identify potential pitfalls of performance measurement systems. The use of case studies, job safety analyses, and near-miss (near-hit) reports will be used to foster practical application of a leading measure approach to improving safety performance.

RISK ASSESSMENT TECHNIQUES

This course provides participants with techniques used to prepare for and conduct assessments, identify issues, as well as the disposition of identified issues. Classroom lecture and experiential exercises provide participants with the opportunity to practice the knowledge and skills presented. Assessments are used to systematically gather information, which is analyzed against approved criteria to identify potential issues related to compliance, performance, and effectiveness.

As a leading OSHA Education Center, our courses are taught by industry experts with real-world insight and extensive technical and OSHA knowledge. We will customize our training for your organization. Regardless of the delivery method, course attendees can earn continuing education units (CEUs).

SAFETY, HEALTH AND ENVIRONMENTAL RISK MANAGEMENT (SHERM) PRINCIPLES

This course provides an overview of risk management from the safety, health, and environmental program perspective. Specific topics covered include introduction to risk management using ISO STD 31000, key terminology, describing and applying the risk management process, and suggested strategies for improving environmental, safety, and health (ESH) programs using risk management principles.

PRINCIPLES OF AUDITING

This course provides participants with the fundamental principles needed to conduct auditing activities related to regulatory compliance, contractual performance, and individual skills and knowledge. Participants will develop auditing skills, including planning, procedures, evaluation, and management. The course specifically addresses training audits, contractor performance audits, and compliance audits.

INTERMEDIATE ACCIDENT INVESTIGATION AND PHOTOGRAPHY

This three-day course provides participants with instruction in accident investigation procedures and analysis techniques beyond the basic level. The goal of the course is to teach participants the skills and knowledge necessary to conduct more effective workplace incident investigations. This course also includes a full day of instruction on the proper use of digital photography and its role in conducting investigations and documenting the scene of an incident.

SAFETY, HEALTH AND ENVIRONMENTAL ISSUES

DIVISION FOR ENTERPRISE DEVELOPMENT

MANAGEMENT OF CHANGE (MOC)

The management of change (MOC) is a control associated with industries covered by the Process Safety Management standard. Change is essential to a company's productivity and needs to be managed. All industries can benefit operationally by implementing methods to manage changes to equipment, procedures, materials, and process conditions. This course will present methods to identify, review, approve and implement changes within a management of change program through a series of exercises. After completing this course, participants will have the necessary tools to develop a management of change process.

JOB HAZARD ANALYSIS/ JOB SAFETY ANALYSIS (JSA)

This course provides participants with the knowledge and skills to conduct a thorough job hazard analysis (JHA). Participants will learn how to identify hazards, what comprises a job hazard analysis and how to conduct a step-by-step job hazard analysis. A job hazard analysis focuses on the relationship between the worker, the task, the tools, and the work environment to identify hazards before they occur. Participants will conduct an actual job hazard analysis to identify uncontrolled hazards and identify measures to eliminate or reduce those hazards.

SAFETY AND HEALTH MANAGEMENT SYSTEMS

Through lecture, intense student involvement, and demonstrations of learning, the course will provide students with the opportunity to understand how effective SHMS are developed, implemented, and maintained. The course will demonstrate the benefits of implementing a SHMS and will discuss the available consensus standards and international standards and guidelines highlighting their common elements. Participants will understand how SHMS can be implemented in a variety of industries, including manufacturing, construction, mining, healthcare, retail, trade and hospitality.



INTRODUCTION TO ENVIRONMENTAL COMPLIANCE

This course is designed to give environmental, health, and safety professionals the tools they need to ensure their workplace is in compliance with environmental regulations and it is able to reduce environmental risks.


FUNDAMENTALS OF THE CLEAN AIR ACT

The Clean Air Act (CAA) requires facilities to implement robust air emission control practices which are regulated and enforced through a complex permitting process. As part of the instruction, the instructor will give an overview of the most pertinent CAA requirements.

RESOURCE CONSERVATION & RECOVERY ACT

This course is designed for professionals who must understand the Resource Conservation and Recovery Act (RCRA). RCRA describes both the federal statute and regulatory law for managing, storing, and shipping hazardous waste.

* Contact our Training Specialist to discuss other Safety, Health and Environmental training solutions.

 Discount pricing and streamlined purchasing procedures for contract training is now available to federal government customers through UTA's GSA schedule 899 Environmental Services contract. Visit our website at uta.edu/ded for more information or call us at 866.906.9190.



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12 DIGITAL TOOLS FOR TODAY'S BUSINESSES



14 SAFETY, HEALTH AND ENVIRONMENTAL ISSUES



PROVEN. EFFECTIVE. RELEVANT.

- 4 EFFECTIVE COMMUNICATION
- 6 MANAGEMENT AND LEADERSHIP
- 7 PROJECT MANAGEMENT
- 7 OPERATIONAL EFFECTIVENESS
- 8 MARKETING AND SALES
- 11 CYBER SECURITY

