<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Event Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/1</td>
<td>4:00-5:15pm</td>
<td>Macklin Center</td>
<td>Time Management: Starting Strong</td>
<td>Start your semester strong by learning time management and study strategies to set you on the right path.</td>
</tr>
<tr>
<td>2/5</td>
<td>12:00-1:15pm</td>
<td>Macklin Center</td>
<td>Time Management: Starting Strong</td>
<td>Start your semester strong by learning time management and study strategies to set you on the right path.</td>
</tr>
<tr>
<td>2/5</td>
<td>3:00-4:00pm</td>
<td>Priddy Library</td>
<td>Zotero</td>
<td>Explore how the citation manager Zotero can help you cite and create a bibliography for your research paper and more.</td>
</tr>
<tr>
<td>2/7</td>
<td>12:00-1:00pm</td>
<td>Macklin Center</td>
<td>Professional Writing - Email Etiquette</td>
<td>Learn the writing principles for professional emails.</td>
</tr>
<tr>
<td>2/8</td>
<td>4:30-5:30pm</td>
<td>Entrepreneurship Lab</td>
<td>So you want to be an Entrepreneur? Have you done your Research?</td>
<td>Are you familiar with USG’s Lab for Entrepreneurship and Transformative Leadership? Did you know that you can access databases at Priddy Library to aid you in your entrepreneurship research? Join us to hear what we have to offer!</td>
</tr>
<tr>
<td>2/12</td>
<td>3:00-4:30pm</td>
<td>Macklin Center</td>
<td>Writing &amp; Citing with APA</td>
<td>Explore the basics of APA style and how the software Academic Writer can help with organizing your sources, writing a group paper and checking your citations.</td>
</tr>
<tr>
<td>2/13</td>
<td>4:00-5:30pm</td>
<td>Macklin Center</td>
<td>Take Note: Note-taking from Research Articles</td>
<td>Using a grid for organizing notes and other helpful tools.</td>
</tr>
</tbody>
</table>
**WORKSHOPS**

**2/19**
- **Time Management with Apps**
  - 4:00-5:00pm
  - Virtual
  - Maintain and make the most of your study schedule with free online applications.

**2/20**
- **Preparing for a Literature Review**
  - 4:00-5:30pm
  - Hybrid Priddy Library
  - Tips and techniques for searching library databases, reading scholarly articles, and creating a literature review.

**2/21**
- **Effective Presentations**
  - 12:00-1:30pm
  - Hybrid Priddy Library
  - Presentations causing you anxiety? Learn how to create and deliver an effective presentation.

**2/26**
- **Group Work and Group Writing**
  - 1:00-2:30pm
  - In-person Macklin Center
  - Dreading group projects this semester? Learn skills to work in groups effectively.

**2/27**
- **Communication for Careers**
  - 3:00-4:00pm
  - Hybrid Macklin Center
  - Learn the different types of communication and how to utilize them in the workplace.

**2/28**
- **Zotero**
  - 12:00-1:00pm
  - Hybrid Priddy Library
  - Explore how the citation manager Zotero can help you cite and create a bibliography for your research paper and more.

**2/29**
- **Starting a Business: What you Need to Know**
  - 12:00-1:00pm
  - Hybrid Priddy Library
  - Have you always wanted to start your own business, but didn’t know where to start? This workshop will guide you through the basic requirements.
WORKSHOPS

3/4
12:00-1:30pm
Hybrid
Priddy Library

Writing & Citing with APA
Explore the basics of APA style and how the software Academic Writer can help with organizing your sources, writing a group paper and checking your citations.

3/4
12:00-1:30pm
In-person
Building IV, Suite 1318

The Art of Introducing Yourself: Craft Your Professional Pitch
Learn how to introduce yourself at career events or on your first day at work, and then practice your pitch.

3/6
12:00-1:00pm
In-person
Macklin Center

Public Speaking
Learn and practice public speaking techniques including articulation and body language.

3/7
12:00-1:30pm
Hybrid
Priddy Library

Excel - Functions, Tables & Charts
Covers functions & formatting, plus pivot tables to analyze and present your data.

3/12
12:00-1:00pm
In-person
Macklin Center

Grammar for Academic Writing
Avoid the most common grammatical errors in academic and professional writing.

3/13
12:00-1:30pm
Hybrid
Priddy Library

ArcGIS Online & StoryMaps
Learn how to create digital maps, combining them with photos, text, video and audio to tell a story.

3/14
12:00-1:00pm
In-person
Macklin Center

Presentation Anxiety
Practice techniques to reduce anxiety before giving a presentation.

3/26
12:30-2:00pm
Hybrid
Macklin Center

Preparing for a Literature Review
Tips and techniques for searching library databases, reading scholarly articles, and creating a literature review.

3/27
3:30-4:30pm
In-person
Macklin Center

Test Taking Strategies
Utilize the elements of critical thinking and a problem solving process to best prepare for quizzes and exams.

3/28
4:00-5:30pm
Hybrid
Macklin Center

Effective Presentations
Presentations causing you anxiety? Learn how to create and deliver an effective presentation.
WORKSHOPS

4/2
1:00-2:30pm
In-person
Macklin Center

Group Work and Group Writing
Dreading group projects this semester?
Learn skills to work in groups effectively.

4/2
4:00-5:00pm
Hybrid
Priddy Library

So you want to be an Entrepreneur? Have you done your Research?
Are you familiar with USG’s Lab for Entrepreneurship and Transformative Leadership? Did you know that you can access databases at Priddy Library to aid you in your entrepreneurship research? Join us to hear what we have to offer!

4/3
12:00-1:00pm
In-person
Macklin Center

Public Speaking Skills for Interviews
Practice and gain confidence in your public speaking abilities for interviews.

4/4
4:30-5:30pm
Hybrid
Priddy Library

Starting a Business: what you need to know
Have you always wanted to start your own business, but didn’t know where to start? This workshop will guide you through the basic requirements.

4/9
4:00-5:30pm
Hybrid
Priddy Library

Excel - Functions, Tables & Charts
Covers functions and formatting, plus pivot tables to analyze and present your data.

4/10
3:00-4:00pm
In-person
Macklin Center

Public Speaking
Learn and practice public speaking techniques including articulation and body language.

4/11
12:00-1:00pm
Hybrid
Priddy Library

e-Portfolio
Build an e-Portfolio—an innovative way to showcase your professional and academic skills and experiences in an online format.

APR 2-11

The Universities
At Shady Grove

Priddy Library
Macklin Center for Leadership & Communication
Hire
WORKSHOPS

4/15
5:30-6:30pm
Virtual

Countering Conspiracy
Is that true? Or does it just feel true? Attend this workshop to become a pro at sorting through online mis and disinformation.

4/16
12:00-1:00pm
In-person
Macklin Center

Networking Conversational Skills
Improve your conversational skills for networking and professional events.

4/17
12:00-1:00pm
Hybrid
Priddy Library

Storytelling with Data
With the use of graphs and Infographics, create data visualizations that tell a compelling story.

4/22
3:00-4:30pm
Hybrid
Priddy Library

ArcGIS Online & StoryMaps
Learn how to create digital maps, combining them with photos, text, video and audio to tell a story.

4/24
4:00-5:00pm
Hybrid
Priddy Library

Research Posters
Learn how to use PowerPoint to transform research into a poster. Discuss content guidelines, design, and presentation tips.

4/30
5:30-6:30pm
Virtual

Countering Conspiracy
Is that true? Or does it just feel true? Attend this workshop to become a pro at sorting through online mis and disinformation.

5/1
12:00-1:00pm
In-person
Macklin Center

Test Taking Strategies
Utilize the elements of critical thinking and a problem solving process to best prepare for quizzes and exams.