

## [S.T.E.P.] HR Tips: Free Courses!

*Did you know* that all library employees in Georgia are eligible for two free courses per year via [WebJunction](#)? This online learning community for public and academic libraries offers library-specific courses as well as courses that allow you to acquire skills that are easily transferable to any workplace, such as:

- Library Services: Introduction to Cataloging for Non-Catalogers (LibraryU)
- Library Management: Copyright Basics for Libraries (LE@D)
- Personnel Management: Addressing Problem Performance
- Customer Service: Dealing with Angry Patrons (LibraryU)

WebJunction is made possible by the support of OCLC, grants from The Bill & Melinda Gates Foundation, and library service organization partners like Georgia.

Take advantage of WebJunction's timely and relevant courses by creating your WebJunction Georgia account today!

To learn more about WebJunction courses and services, or to sign up for your account, go to <http://www.webjunction.org/home> or visit Georgia's WebJunction website at <http://ga.webjunction.org/home>.

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HR Tips is brought to you by the Libraries' Human Resources department and will be issued periodically. Suggestions for tips are welcome. Submit your tips, or any questions you might have, to [libjobs@uga.edu](mailto:libjobs@uga.edu). To view past HR Tips go to <http://www.libs.uga.edu/humres/hrtips/index.html>.

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