Office of Professional Development
List of Professional Development Sessions – Fall 2025
(SUBJECT TO CHANGE – PLEASE CONFIRM IN REGISTRATION LINK)

Registration Links

COLLEGE *of*
CENTRAL
FLORIDA
Professional Development

Tech Forward: Navigating Tomorrow with Professional Development

Step into the future with this series, designed to elevate your technological skills and understanding. It offers hands-on training and insightful presentations to keep you up-to-date with the latest advancements. Stay ahead in an ever-evolving tech landscape. All workshops are offered in person and virtually.

"ZOOM Workplace Basics" with Cole Diaz, instructional designer, E-Learning
Friday, Aug. 29, 12:30-1:30 p.m.
Learn to use Zoom better and make your online meetings run smoothly. Cole Diaz (Instructional Designer) shares simple tips to help you communicate and collaborate online.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 968 2077 6963   **Passcode:** 384599

"Friendly A.I. – A Primer" with Danny Camacho, manager, Professional Development
Friday, Sept. 12, 12:30-1:30 p.m.
This "primer" is for the employees who have yet to cross the AI threshold. Learn about the power of artificial intelligence and see how it's reshaping the future of work. This session makes understanding AI simple, what it is, where it comes from, and some of the basics.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 981 9869 0006   **Passcode:** 442487

"Intro to MS Excel" with Dave Lanzilla, associate professor, Business & Technology
Monday, Sept. 22, 12-1 p.m.
Start from the basics and get comfortable with the essentials. In this session, you will learn how to navigate the Excel interface, create and save spreadsheets, enter and format data, and use simple formulas like SUM to make your work easier.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 917 4518 1836   **Passcode:** 896698

"Canva For Beginners - Part I" with Sarah Eshleman, graphic design, web and public relations coordinator, Marketing, Wednesday, Sept. 24, 12:30-1:30 p.m.
Learn the basics of Canva in this beginner-friendly course designed for CF employees. Discover how to create eye-catching graphics, flyers, and presentations with ease—no design experience needed!
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID**: 933 3086 9774   **Passcode:** 987385

"Google AI Studio - An Introduction" with Cole Diaz, instructional designer, E-Learning
Friday, Oct. 17, 12:30-1:30 p.m.
Unleash your creativity with Google AI Studio! Cole will teach you the secrets to making your projects smarter, faster, and more impactful. Get the insider tips to turn your ideas into reality. Get ready for an "A-HA" moment!
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom.   **Meeting ID:** 836 855 4517

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"Intermediate MS Excel" with Dave Lanzilla, associate professor, Business & Technology
Monday, Oct. 20, 12-1 p.m.
Working in MS Excel? Get beyond the basics with more tools and pro-tips that increase your knowledge and efficiency. Professor Dave will take you through the paces in this objective-based classroom experience.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"Excel Triage Group" with Amy Osborne, assistant professor, Business & Technology
Friday, Oct. 24, 12:30-1:30 p.m.
Bring your toughest MS Excel questions and get personalized, hands-on guidance to fix issues in this classroom setting designed to help you make your workbooks work smarter for you. Note: Please ensure that your data is safely redacted for the class.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"Advanced MS Excel" with Dave Lanzilla, associate professor, Business & Technology
Monday, Nov. 3, 12-1 p.m.
Master your data, by unlocking advanced Excel tools. Professor Dave reveals the features that will make your work feel simple in this objective-based, classroom setting.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"One Click Away: Inside the Mind of a Cybercriminal" presented by Jason Griffis, information security manager, Information Technology, Thursday, Nov. 6, 9-10 a.m.
Dive into the digital underworld in safety with Jason. Explore the intricate thought processes and motivations behind today's most sophisticated online schemes. This presentation offers an in-depth look at how cybercriminals operate, providing crucial insights into the evolving landscape of digital threats.
Professional Development Center Room 3-117D Large Computer Lab
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

T.E.A.M.S.: Together We Engage, Achieve, Motivate and Succeed

All sessions led by Danny Camacho, manager, Office of Professional Development.
Leadership skills that strengthen team dynamics, elevate communication, resolve conflict, and spark innovation are taught here. Each session offers practical strategies to support ongoing leadership growth. The introductory session is offered in person only, while all other workshops are available both in person and virtually. **Leadership assessment and introduction session required - contact opd@cf.edu for information.**

"T.E.A.M.S.: 5-Paths Leadership Training Intro - Using Your Data," Tuesday, Sept. 9, 9-10 a.m.
Join us for a journey of understanding your leadership assessment data, and how you can use it to motivate and inspire your students, employees, and anyone you meet. **This workshop will be held in the Professional Development Center Room 3-117C Mentoring Room in person only.**
Click here to register.

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"T.E.A.M.S.: Focus Your Sage - Your Leadership "Wheelhouse" - 5-Paths Leadership"
Tuesday, Oct. 7, 9-10 a.m.
Break free from the familiar and discover how to leverage your wisdom and strengths to overcome challenges and inspire your team.
Professional Development Center Room 3-117C Mentoring Room
Click here to register.
On the day of the event: Click here to join the Teams.
Meeting ID: 214 915 898 172 2 **Passcode**: 34Je9KT7

"T.E.A.M.S.: "Double-Down" on your Strengths - 5-Paths Leadership," Tuesday, Oct. 21, 9-10 a.m.
Hone your core values and lead with WISDOM. Lead with your inner confidence and guide your team to remarkable success.
Professional Development Center Room 3-117C Mentoring Room
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"T.E.A.M.S.: 5-Paths Leadership Training Intro - Using Your Data," Tuesday, Nov. 25, 9-10 a.m.
Join us for a journey of understanding your leadership assessment data, and how you can use it to motivate and inspire your students, employees, and anyone you meet. **This workshop will be held in the Professional Development Center Room 3-117C Mentoring Room in person only.**   Click here to register.

"T.E.A.M.S.: Wisdom - The Language of Leaders," Tuesday, Dec. 9, 9-10 a.m.
Learn the secrets of communication that motivates and influences through understanding others. This session gives you the strategies to become a leader through your words and Wisdom. The leadership assessment and attendance at an introduction session highly encouraged.
Professional Development Center Room 3-117C Mentoring Room
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

Supervisory Essentials: Leading the Way Forward
led by Danny Camacho, manager, Office of Professional Development
This series is designed for employees who may be just starting out or have been at it a while and would like a refresher. This practical, hands-on series covers essential skills you need to be effective, while providing you with simple, actionable strategies. All workshops are offered both in person and virtually.

"Supervisory Essentials: The Evolving Role of the Supervisor," Friday, Sept. 19, 9-10 a.m.
Understand how the modern supervisory landscape is shifting. Do you know the essential new skills needed to thrive in today's dynamic work environment? This workshop will equip you to adapt, innovate, and lead effectively in the face of constant organizational change.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 973 7610 3869 **Passcode**: 718024

"Supervisory Essentials: Essential Skills for The Everyday Supervisor," Friday, Oct. 10, 9-10 a.m.
Master the power of clear and impactful communication. Build stronger team connections, resolve conflicts, and inspire performance. Learn practical techniques to make sure your message is always heard and understood.
Professional Development Center Conference Room 3-112   Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 921 6510 6871 **Passcode**: 570518

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"Supervisory Essentials: Mastering the Art of Effective Communication," Friday, Oct. 24, 9-10 a.m.
What are you doing on a daily basis to build an environment of trust, collaboration, and high morale? Nurture your team to become engaged and resilient, boost camaraderie and foster a truly supportive workplace in this special workshop.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"Supervisory Essentials: Building a Positive Team Culture," Friday, Nov. 7, 9-10 a.m.
What are the secrets to motivating, empowering, and guiding your team? Do they consistently exceed expectations and achieve exceptional results? If not, then let me help you focus your strategies to maximize team potential and drive departmental success.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"Supervisory Essentials: Delegation and Empowerment 101," Friday, Nov. 21, 9-10 a.m.
Learn effective, empathetic strategies to get to the root causes of underperformance. Guide team members back to productivity and engagement in this session designed to provides you with the tools to handle difficult conversations with confidence.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

"Supervisory Essentials: Leading Your Team Through Transition," Friday, Dec. 12, 9-10 a.m.
Guide your team through times of change with ease. This workshop shares tips to keep things steady and turn change into something positive.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

Policy Navigator: Patriot Essentials

Join us for focused workshops that deliver the latest insights on key policies. Stay informed and proactive with actionable guidance designed to keep you and CF ahead of the curve. Do not miss this opportunity to stay in compliance. All workshops are offered both in person and virtually.

"Your Travel Paperwork - Step-by-Step" presented by Joanne DelGrosso, accounting specialist III, Financial Operations, Thursday, Sept. 4, 10-11 a.m.
Learn to navigate travel forms flawlessly, saving you time and stress. This session is your passport to quick and accurate paperwork.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: **Click here to join the Zoom** **Meeting ID: 964 5363 3792 Passcode: 744342**

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"Recruitment Training" presented by Rachel Cote, director, Marketing and Public Relations
Monday, Oct. 6, 12:30-1:30 p.m.
Before you go out into the community, make sure you're ready to represent CF! The Marketing Team will go over presentation skills, how to reach different audiences and keep them engaged, and what value messages to highlight for different occasions. Whether you're speaking with your local rotary or a group of high school seniors, you'll come away from this session with tips and tricks to up your recruitment game. A light lunch will be provided for registered attendees only.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 942 8265 5192 **Passcode:** 471348

"Mastering Media Interviews" presented by Rachel Cote, director, Marketing and Public Relations,
Wednesday, Oct. 15, 12:30-1:30 p.m.
You're the subject matter expert in your area, but can you talk in sound bites? Get expert tips so you're prepared to be a CF brand ambassador and confidently handle media interviews like a PR pro.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

Life Savvy: Personal Growth Workshops

Dive into a range of presentations designed to enhance your skills, boost your confidence and enrich your life. Each session offers unique insights and practical advice for personal development. Do not miss this opportunity to grow and thrive - join us and start your journey to becoming more life savvy.

"Deeds, Wills, and Trusts in Florida Estate Planning" with Lori Vella, J.D., Law Office of Lori Vella,
Friday, Oct. 10, 12:30-1:30 p.m.
Navigate the world of deeds, wills, and trusts with clarity and confidence. Ms. Vella will provide the essential strategies to protect your future and what matters most. **VIRTUAL ONLY**
Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID**: 978 2268 4257 **Passcode:** 517128

"Push Pause on People-Pleasing - BayCare Behavioral Health" with Dr. Moser BayCare Behavioral
Health, Wednesday, Oct. 22, 12:30-1:30 p.m.
Say yes to yourself! Discover the art of setting healthy boundaries and prioritizing your well-being, guilt-free. Led by Dr. Moser from BayCare Behavioral Health, this workshop gives you the tools to break free from people-pleasing and turn office dynamics around.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Teams.
Meeting ID: 241 151 852 523 5 **Passcode:** ZQ3rC9uv

"Protect Yourself: Identity Theft and Fraud" with Carrie Drake/CAMPUS USA Credit Union
Thursday, Oct. 23, 12:30-1:30 p.m.
Identity theft strikes every two seconds, often leaving victims unaware until the damage is done. Join Carrie Drake from CAMPUS USA Credit Union as she reveals real-world fraud tactics and shares expert strategies to help you safeguard your personal and financial information.
Professional Development Center Conference Room 3-112   Click here to register.
On the day of the event: Click here to join the Zoom. **Meeting ID:** 836 855 4517

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"Supporting Veteran Students in Higher Education - Veteran's Day" presented by Eric Zimmer, veteran's affairs specialist, Financial Aid, Monday, Nov. 10, 12:30-1:30 p.m.
Champion our heroes! Learn how to create a welcoming and supportive environment for veteran students. This workshop provides the insights and tools to help them thrive on their academic journey.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join the Zoom.   **Meeting ID:** 836 855 4517

"De-Stressing the Holidays - BayCare Behavioral Health" with Dr. Moser BayCare Behavioral Health, Thursday, Nov. 20, 12:30-1:30 p.m.
Holiday bliss, not holiday stress! Learn new techniques that will reduce anxiety and help you find joy in the busiest season. This workshop, presented by Dr. Moser from BayCare Behavioral Health, helps you stay balanced, focused, and present.
Professional Development Center Conference Room 3-112
Click here to register.
On the day of the event: Click here to join (MS TEAMS)
Meeting ID: 265 745 401 562 5   **Passcode:** LH3CV6mg

New Employee Orientation Dates

An in-person, New Employee Orientation is required **for all newly hired full-time employees and those transitioning from part-time to full-time status**. If departments also wish to welcome their new part-time employees by having them attend the training, they should email OPD@CF.EDU to reserve a seat in the next orientation cohort. Training days are listed below and will run from 8:30 a.m. until noon. All orientations will be held in the Professional Development Center Conference Room 3-112.

9/16/2025 Tuesday	8:30 a.m.-noon New Employee Orientation
9/17/2025 Wednesday	8:30 a.m.-noon New Employee Orientation - Day Two
10/16/2025 Thursday	8:30 a.m.-noon New Employee Orientation
10/17/2025 Friday	8:30 a.m.-noon New Employee Orientation - Day Two
11/3/2025 Monday	8:30 a.m.-noon New Employee Orientation
11/4/2025 Tuesday	8:30 a.m.-noon New Employee Orientation - Day Two
11/17/2025 Monday	8:30 a.m.-noon New Employee Orientation
11/18/2025 Tuesday	8:30 a.m.-noon New Employee Orientation - Day Two
12/1/2025 Monday	8:30 a.m.-noon New Employee Orientation
12/2/2025 Tuesday	8:30 a.m.-noon New Employee Orientation - Day Two