



6 Easy Ways to Register



ONLINE

ce.unm.edu



EMAIL

ceregistration@unm.edu



PHONE

505-277-0077 Option 1
M-F, 8:00am-5:00pm
Most credit cards accepted.



MAIL

UNM Continuing Education
Attn: Registration
MSC07 4030
1 University of New Mexico
Albuquerque, NM 87131-0001



FAX

505-277-1990
Fax/Mail instructions:
see website.



IN PERSON

M-F, 8:00am-5:00pm
UNM Continuing Education
1634 University Blvd. NE
South Building, Room 101
(just north of Indian School)

Tuition Remission Benefit

UNM employees may use tuition remission for most UNM Continuing Education non-credit classes.



Decision Strategy and Communication NEW

Is it the chicken or the egg? Do we make our decisions and then develop our communication or vice versa? Dealing with the challenges of effective decision-making in communication can be made easier. Working with a tough boss? Trying to figure out how to handle employees you don't understand? Navigating your way through office politics? What to say, or not to say, and when can make all the difference! In this workshop we will explore navigating our work and life situations by identifying how we decide to communicate; the impact of that communication on others; and, the impact on our overall success rate regarding these sometimes difficult situations. Confidently negotiating your way through and around communication issues by understanding the impact of your choices in decision-making, and of those with whom you work and live, can make the difference between success or failure to achieve the powerful results that we truly can achieve.

Course 20004	SUA-PD	3 hours	\$199
Jun 27		W	1:00pm-4:00pm

Core Power in Decision Making NEW

Facing problems in developing the direction to take? Overwhelmed with possible decisions that need to be made? Don't know where to begin? Getting down to the root of options in Decision-Making can be a tough challenge, and one we all face at times. This is your opportunity to explore a different approach and build some new tools and skills with which to engage these challenge. Learn to work with more clarity and confidence by accessing and engaging all your own inner re-sources more fully. Tapping into and expanding your rational, creative and intuitive abilities more powerfully at a more basic, more fundamental level makes for more opportunity of success and satisfaction in professional and personal life situations. Become, and feel yourself to be the winner you truly are.

Course 20007	SUA-PD	3 hours	\$199
Jun 6		W	1:00pm-4:00pm



CONTINUING EDUCATION

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FOR MORE INFORMATION: Contact bizskills@unm.edu | 505-277-6033.
For more detailed course information please visit our website at ce.unm.edu.