MONTHLY FOCUS: LEADERSHIP

Everyone is a leader. It’s exciting when you can see your leadership development progress. Understanding how far you’ve come, and knowing what areas need improvement, increases your motivation to continue to grow as a leader. You can change your behaviors and increase your motivation by learning.

Click on the titles below to learn how to increase your leadership skills:

- **Course:** The Voice of Leadership: Self-assessment and Motivation (1 hr.)
- **Course:** Leadership Essentials: Creating Your Own Leadership Development Plan (1 hr.)
- **Book:** Self-Leadership: How to Become a More Successful, Efficient, and Effective Leader from the Inside Out, Bryant and Kazan
- **Book:** Leadership for Health Professionals: Theory, Skills, and Applications, Second Edition, Ledlow and Coppola
- **Video:** Passionate Leadership: The Future is Now (1 hr. 55 min.)
- **Video:** Co-Leadership (2 min.)
- **Video:** Leaders Teaching Leaders: Accelerating the Leadership Pipeline (2 hr.)

What is Skillsoft?

Skillsoft is SLU’s online learning platform. Skillsoft provides users with access to:

- 6,000+ courses
- 30,000+ books
- 3,000+ videos

How to Access Skillsoft:

1. myslu.slu.edu
2. “Tools” tab
3. Skillsoft

Online Learning Resources

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TECHNOLOGY: MICROSOFT POWERPOINT

Today, people can share and send the development of PowerPoint presentations in new and exciting ways. Now, you can add audio and video clips to any slide to help make your presentations more dynamic. You can directly insert, edit, and play videos in your presentation, as well as add audio clips to create attention-grabbing effects. Today, Microsoft PowerPoint allows users to create presentations that are more advanced and more attention-grabbing than ever before!

To become more familiar with MS PowerPoint, check out these resources:

- **Course**: *Sharing, Printing, Protecting and Delivery Presentations in PowerPoint 2013* (1 hr. 30 min.)
- **Course**: *Finalizing a PowerPoint 2013 Presentation* (1 hr.)
- **Book**: *Microsoft PowerPoint 2013 Bible*, Wempen
- **Book**: *Better than Bullet Points: Creating e-Learning with PowerPoint, Second Edition*, Bozarth
- **Video**: *Microsoft Office Online and Office 365: Introducing PowerPoint Online* (4 min.)
- **Video**: *Microsoft Office Online and Office 365: PowerPoint Online in Office 365* (4 min.)

PERSONAL WELL-BEING: HEALTHY EATING

Eating the right foods leads to healthy living and more energy. However, it can be difficult to find time to prepare healthy meals and snacks, especially during a hectic and busy work week. At times, it’s much easier to grab a candy bar or a bag of chips for a quick energy boost, but that boost won’t last for long.

Consult these resources to learn more healthy eating tips:

- **Book**: *101 Facts you Should Know about Food*, Farndon
- **Book**: *50 Ways to Soothe Yourself Without Food*, Albers
- **Book**: *Feed your Family Right!: How to Make Smart Food and Fitness Choices for a Healthy Lifestyle*, Zied and Winter
- **Book**: *End Emotional Eating: Using Dialectical Behavior Therapy Skills to Cope with Difficult Emotions and Develop a Healthy Relationship to Food*, Taitz

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