SPECTRUM is a Sweet Thing
Departmental Research Administrators can do for Themselves
The Offices of Sponsored Projects Administration, Sponsored Financial Reporting, and Training Services have partnered to develop a curriculum for departmental research administrators (DRAs) to support their day to day activities to ensure all staff have the tools and resources to do their jobs. Spectrum rolled out in 2010 and incorporates a combination of teacher led and online courses.
Chocolate is a raw or processed food produced from the seed of the tropical Theobroma cacao tree. Cacao has been cultivated for at least three millennia in Mexico, Central and South America. Its earliest documented use is around 1100 BC. It wasn’t until the Hernán Cortés, a Spanish conquistador, added sugar to xocolatl in the 16th century that it became the sweet treat we know it as today.
What does chocolate and the Spectrum program have in common?

• Both are *satisfying*:
  – chocolate uses sugar for the *pleasing* taste
  – *Spectrum* uses knowledge for the *rewarding* feeling

• Both are *rewarding*:
  – chocolate is often *compensation* for a job well done
  – *Spectrum* is a *payment* we give ourselves in our pursuit of being a better trained employee

• Both make user more *well rounded*
  – Chocolate works on your *waist line*
  – *Spectrum* works on your *brain*
In what ways is SPECTRUM not like chocolate

• You gain knowledge and job skills with SPECTRUM not empty calories
• You do not gain weight with SPECTRUM but benefit your career with additional proficiencies
• You increase your competencies in a variety of topics not tax your pocketbook paying for frivolous candy
• SPECTRUM unlike chocolate lessens the hours spent navigating policies, procedures, and systems in an effort to ensure that the sponsored activity in your unit is adequately managed and accounted for
Let’s review SPECTRUM on-line classes that are now available

- Sponsored Projects Overview
- Research Compliance
- Sponsored Project Closeout

Registration is **EASY**! Check out:
http://www1.umn.edu/ohr/trainingservices/registration/index.html
What about SPECTRUM Instructor Led Classes

*Offered every other month*

Sponsored Reporting
Cost Share Fundamentals
Proposal Budget Creation

*Offered every quarter*

Planning and Issuing Subawards
Managing Subawards
EGMS Proposal Prep

*Offered 2 times a certification period*

Effort Certification
SPECTRUM Classes in Development rollout within the next three months - year

- Managing Effort
- Grants.gov
- Proposal Assembly and Submission
- Invoicing and Reporting
- Sponsored Project Changes, Rebudgeting, and Extensions
Resources

Check us out on line at:

Training Services webpage:
http://www1.umn.edu/ohr/trainingservices/spa/spectrum/index.html

Sponsored Projects webpage:
http://www.ospa.umn.edu/announcements/SPECTRUMtraining.htm
Recommendations? Suggestions? See a future need?

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We are all ears!
Before I let you go...

Four classes you can still sign up for in the Spring 2012 session:

- F&A: All you Ever Wanted to Know
- Grants.gov
- Post Award Management
- Submitting an Error Free Grants.gov Proposal to NIH