

NEW SPA TRAINING!

Grants.gov Workspace

If you use Grants.gov this class is for you

Monday, May 31st 10-11 am, McNamara, Room 665

Sign up today! See below for instructions.

Grants.gov has rolled out new functionality called Workspace. Currently approximately 5% of all proposals are being submitted using this system. Grants.gov Workspace is an additional option for individuals or organizations applying for funding opportunities. Workspace is a shared, online environment where members of the same organization may simultaneously access and edit different forms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

Benefits of the new system include:

- Ability to separate individual PDF forms that make up the traditional package which allows sharing among team members
- Applicants can reuse saved packages for future funding opportunities.

For more information on the system join us at class and learn the ins and outs...

Call Frances Spalding at x50848 with any questions on either class

1) Sign into U Learn <http://humanresources.umn.edu/working-u/ulearn>


U Learn

Learn to use the management system (MS) that allows for all education, training, and development of employees, whether they are internal or external to the University of Minnesota.

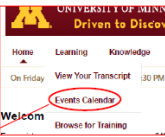
Accessing U Learn

Its so easy to register for a SPECTRUM class

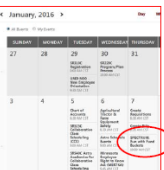
2) Select "Learning" tab from top navigation bar



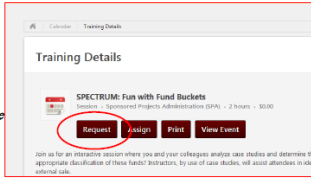
3) Chose "Events Calendar" from the drop down under learning



4) Select Event from Events Calendar



5) Request Class, its that simple



Recap - five easy steps

- 1) Sign into [U Learn](http://humanresources.umn.edu/working-u/ulearn) at (<http://humanresources.umn.edu/working-u/ulearn>)
- 2) Select "Learning" tab from top navigation bar
- 3) Chose "Events Calendar" from the drop down under learning
- 4) Select Event from Events Calendar
- 5) Request Class, its that simple