



April 7, 2020

TO: Texas A&M AgriLife

SUBJECT: AgriLife Human Resources – Working Remotely, Together!

Few of us are fulfilling our job responsibilities the way we did it a month ago. Our changing routine may include working remotely, online teaching, virtual meetings, teleconferences and many other formats.

Throughout this process, we are finding different ways to complete tasks and innovate managing our daily schedules alongside household members. While some of us may have a dedicated workspace in our remote locations, others are 'borrowing' kitchen tables, counters, couches or corners of a room to set up our work areas. In the absence of a designated space, consider having a tote bag or bookcase shelf where you can store/access your work resources easily for set up each day.

Whatever your current work situation or location, we all share a common goal of keeping ourselves and our families safe while still fulfilling our job responsibilities.

Here are some free learning resources that you might find helpful.

Talk with the expert you know

Choose a colleague to set up an *informal mentor* experience. Find someone who has a specific skill or knowledge you have always admired or wanted to learn more about. Be specific about the learning you are seeking and set a timeline to start/end the mentoring relationship. Tools for distance mentoring can include: email, phone calls, Skype, blogs, virtual book studies or online meetings.

T

op up your skills or learn something new

Massive Open Online Courses (MOOCs) are free online courses available for anyone to enroll. MOOCs provide an affordable and flexible way to learn new skills, advance your career and deliver quality educational experiences at scale. https://en.wikipedia.org/wiki/List_of_MOOC_providers

Links to Online learning

TrainTraq, System-Wide

Change your *TAMUS member* to 'All' and set the *Course Type* to 'Online'. <https://sso.tamus.edu>

LinkedIn Learning

Normally subscription only access, LinkedIn Learning is offering 16 free certificate courses for a limited time (no specifics provided on limited) from LinkedIn Learning. <https://www.linkedin.com/learning/paths/remote-working-setting-yourself-and-your-teams-up-for-success>

Just for Fun

Tiny Desk Concerts from NPR's *All Songs Considered* features your favorite musicians performing at Bob Boilen's desk in the NPR Music office. <https://www.npr.org/series/tiny-desk-concerts/>

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