CIS TRAINING

Summer 2024 schedule

CIS Training has something for everyone, whether you are interested in diving into the world of AI, increasing your Microsoft knowledge base, or refreshing your CUNYfirst skills.

AI WEBINAR SERIES USING COPILOT

Beginner AI Prompting	July 9	11 am – 12 pm
	July 18	11 am – 12 pm
Intermediate AI Prompting	July 25	11 am – 12 pm
Advanced AI Prompting	August 6	11 am – 12 pm

POPULAR MICROSOFT WEBINARS

Power Automate	July 11	11 am – 12 pm
Word: Advanced Find & Replace	July 16	11 am – 12 pm
Excel: VLOOKUP & more	July 23	11 am – 12 pm
Excel: Pivot Tables & Pivot Charts	July 30	11 am – 12 pm
PowerPoint 365 and AI	August 1	11 am – 12 pm
Outlook: Just the Best	August 8	11 am – 12 pm

CUNYFIRST REFRESHERS

Employee Self Service	July 15	1 – 2 pm
	August 1	10 – 11 am
HCM: Position Management	July 22	10 – 11 am
Faculty Self-Service	August 5	1 – 2 pm
	September 6	1 – 2 pm
HCM: TAM Screening	August 8	10 – 11 am

FREE TRAINING

Please visit the CISTraining SharePoint website to view training calendars, class descriptions, and registration links along with a variety of other training resources.

Access the website by logging in with your CUNYFirst credentials

CUNY THE CITY UNIVERSITY OF NEW YORK

CIS TRAINING TEAM

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CISTraining Webpage