



# AUGUST 2017

UN Secretariat Global Learning & Career Support Programmes

## How do you learn?

Over the past years, the way we learn has shifted. Through mobile phones, the Internet, electronic mail, television, radio, newspapers, books etc., our brains receive and process on average 23 words per second (105.000 words a day). After adding pictures, videos, games, etc., we reach the volume of 34 gigabytes of information per day and then need to decide what is important, what to remember, what to apply.

How can we possibly deal with so much information? Here comes Lynda.com to the rescue! The new course featured below will help make you a champion at finding the information you need. For French speakers out there, you may also want to [check out the tutorial in the French version](#) of this newsletter, which is designed to help you become a quicker reader!

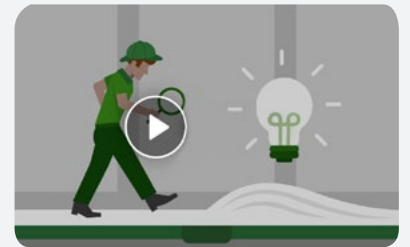


## Lynda.com video of the month: **Information Literacy**

Information literacy is the ability to discover and use various types of information. It's an essential skill for navigating the information age. Watch this course to learn about strategies for finding information—from a library, archive, database, or the Internet—and the ethics of using it. Librarian Elsa Loffis discusses different types of resources and explains how to evaluate their usefulness and trustworthiness. She also shows how to avoid plagiarism and copyright infringement, and accurately cite sources. Whatever your background, this course is designed to help you become a better, faster, and more thorough researcher.

Duration: 1h 48 m

For more information on Lynda.com at the UN, visit: [hr.un.org/lynda](http://hr.un.org/lynda)



## Nairobi-based staff members trained to become CBI trainers

Competency-based Interviewing training is essential to ensure our selection processes will be as fair and un-biased as possible across the entire Secretariat. With this in mind, a group of staff members from UNON and UNSOS successfully trained in early July to become internal facilitators for the learning programme on Competency Based Interviewing for Panel Members. "We, as trainers should understand what the competencies mean in the UN context to do the interview practice well", one of the participants of the TTT explained. That is why participants worked hard to study the content, practice the exercises and hone facilitation skills to deliver CBI based on the high standards of the course. We welcome them into our community of trainers and wish them fun and success facilitating the programme!



Meet our new Nairobi-based CBI trainers!

## GLOBAL OPPORTUNITIES FOR LEARNING AND CAREER SUPPORT IN AUGUST

### **Comprensión escrita y Gramática (Spanish LPE) (LMS-2283)**

#### **Self-paced**

Duration: 8 hours

Available from Monday, 17 July to Saturday, 09 September 2017

Enrollment ends September 2nd

### **Comprensión oral y Vocabulario (Spanish LPE) (LMS-2284)**

#### **Self-paced**

Duration: 8 hours

Available from Monday, 17 July to Saturday, 09 September 2017

Enrollment ends September 2nd

### **Préparation à l'EAL de français (French LPE) (LMS-1699)**

#### **Self-paced course without tutor**

Duration: 8 - 22 hours (This gives you access to the moodle platform where you can find reading, listening and grammar-vocabulary activities)

### **Expression écrite à l'EAL de français: format, exigences, stratégies (LMS-2495)**

#### **Self-paced course without tutor**

Duration: 2 hours (1-hour webinar recording plus 1 hour document-reading)

### **Expression orale à l'EAL de français: format, exigences, stratégies (LMS-2500)**

#### **Self-paced course without tutor**

Duration: 2 hours (1-hour webinar recording plus 1-hour document-reading)

### **Support to French online language learning licences (LMS-2766)**

#### **Self-paced course without tutor**

Duration: 1 hour (1-hour webinar recording)

### **Unconscious Bias Briefing for trained CBI panel members (LMS-2679)**

#### **Accessible via WebEx**

Duration: 1.5 hours

Tuesday, 1 August 2017

4:30 am New York // 10:30 am Geneva // 3:30 pm Bangkok

Wednesday, 2 August 2017

4:30 am New York // 10:30 am Geneva // 3:30 pm Bangkok

Tuesday, 1 August 2017

9 am New York // 3 pm Geneva // 8 pm Bangkok

Wednesday, 2 August 2017

9 am New York // 3 pm Geneva // 8 pm Bangkok

**SEE GUIDES HOW TO REGISTER FOR COURSES ON INSPIRA**

[CLICK HERE](#)

For questions and more information, contact [learning@un.org](mailto:learning@un.org)