

Supervisory Skills Workshop Prerequisite Distance Learning Courses

Complete eight (8) Distance Learning (On Demand) courses **prior** to attending the Workshop. These eight courses are pre-requisites and can be taken in any order prior to the Workshop.

Course Title	Course Code
Conduct & Performance Based Actions	DOI-SUPV-OLT-106
Leveraging Diversity	DOI-SUPV-OLT-107
Managing Employee Performance	DOI-SUPV-OLT-105
Merit System Principles AA	EE DOI-SUPV-OLT-102
Pay and Leave	DOI-SUPV-OLT-109
Supervisory Safety Skills	DOI-SUPV-OLT-110
Safety for Supervisors (FWS).....	OLT0007
Supervisory Ethics	DOI-SUPV-OLT-103
The Role of the Supervisor	DOI-SUPV-OLT-101

For FWS new supervisors, Supervisory Safety Skills DOI-SUPV-OLT-110 does NOT satisfy the current requirement for FWS new supervisors relating to safety. Instead, Safety For Supervisors (FWS) OLT0007 is required for all new supervisors in FWS.

To access these courses, log on to DOI-Learn with your ID and password. Click on the Catalog. In the search box type the course name or code you want to take. Scroll down and click on the course name. Click on 'Details' then click on 'Enroll'.

OR

In the catalog, in the search box, type Supervisory Skills Workshop. Scroll down below that class and you will see the on-line courses that are prerequisites for BLM/FWS/NPS Supervisory Skills Workshop as they become available.