Our mission is to ready the workforce of the future. In today’s environment, organizations are evolving at a rapid pace with no slowdown in the forecast. Corporate education allows companies to educate and develop their employees at every level of their careers. Many of the businesses we work with are looking for new ways to spur innovation, lead in digital technology, transform leaders or even develop primary skill gaps from a new generation of employees. We employ successful, current practitioners to bring experiential and project-based solutions into your organization. Our formats and topics can be customized for your organization. We can provide corporate discounts or tuition reimbursement benefits for on-site delivery or the hundreds of open enrollment courses offered in Westwood, downtown LA, Woodland Hills, or online. We want to be a partner in helping you solve business challenges and skill gaps in a way that will bring authentic learning experiences to your employees.

Van Anderson, Director
Customs Program & Corporate Education

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UCLA Extension’s New Woodland Hills Campus

In April 2017, UCLA Extension opened its newest campus at The Warner Center in Woodland Hills. The Woodland Hills campus features a dozen high-tech, highly customizable classrooms offering active learning, collaborative learning, and video conferencing capabilities that will deliver a top-tier educational experience. Looking to advance in your current role? Interested in exploring a new career path? Want to learn a new language or nurture a hobby? Let us help you do so.

We offer:

- Expert instructors who bring real-world experience to the classroom
- Practical information you can immediately apply in the workplace
- Open enrollment formats
- Evening, weekend, daytime, and online courses
- Certificate programs, transferable courses, and continuing education courses
- Courses specifically designed for working adults, undergraduate and graduate students, and lifelong learners

The Woodland Hills campus offers a wide range of courses. Subjects include:

- Accounting
- Acting
- Elementary Spanish
- GMAT and GRE prep
- HR management
- Interior architecture
- Photoshop
- Project management
- Real estate practice
- Statistical reasoning
- Social media marketing
- Sustainability
- Writing your first Screenplay

To learn more and enroll, visit: uclaextension.edu/WH.

The Woodland Hills campus is located at The Warner Center Tower III, 21650 Oxnard Street, Suite 200, Woodland Hills, CA 91367.
The campus is within walking distance to the Westfield Topanga mall and a wide variety of shops and restaurants.
Alumni, Current, and Prospective Student Open House

On Saturday, March 11, UCLA Extension welcomed alumni, current students, and prospective students to the grand opening of our new UCLA Extension Woodland Hills Campus. More than 100 guests engaged with staff representatives from our academic departments, checked out our brand-new state-of-the-art classrooms, and enjoyed a buffet brunch. Three lucky raffle winners also walked away with a free course!

"I’m really proud of all the work UNEX has put into our new site. I’ve heard so many positive things from attendees [...] people seem to be really excited for our new space," said Michael Tomassi, project manager for the Woodland Hills campus.

Learn more about events & courses at our new Woodland Hills facility by visiting uclaextension.edu/WH.

The Woodland Hills campus is located at:
The Warner Center Tower III, 21650 Oxnard Street, Suite 200, Woodland Hills, CA 91367.
The campus is within walking distance to the Westfield Topanga mall and a wide variety of shops and restaurants.

Enroll in Summer Courses Now!

Take advantage of:
• Over 5,000 open-enrollment courses
• 180+ certificate programs
• Online and on campus learning
• Industry-leading instructors

To learn more and enroll, visit: uclaextension.edu
Want to Accelerate Business Success? Invest in Your Employees.

In today’s landscape, technology and globalization are transforming the way businesses operate, making continuing education more important than ever. UCLA Extension’s Custom Programs and Corporate Education designs tailor-made courses to meet the unique needs and expected learning outcomes of your organization. Our programs are designed for entry to executive level professionals and vary from one day to several weeks. With over 4,500 courses and 100 certificate programs that can be customized to fit your schedule, you can choose from online, on-campus, off-site, or international delivery. Our vast network of partnerships makes UCLA Extension the leader in professional and personal development. Let us help you thrive in the 21st century.

Choose from some of our popular program areas:

**Business & Management**: Enhance your organization’s performance with training in a wide range of business skills, from accounting, finance, entrepreneurial thinking, social media, and advertising to human resources management. We also offer customized industry-specific training, such as health care and hospitality management.

**Leadership & Supervisory Skills**: Our custom programs are ideal for manager training, whether for first-time supervisors or executives. Courses can be tailored to enhance communication skills, leadership, management, project management, and systems engineering management.

**Engineering & Technical Management**: We provide training for technical staff in a variety of engineering fields as well as for professionals from all industries who need skills in contract management, cost estimating, IT management, project management, and supply chain management.

**Entertainment Studies**: We provide dynamic professional training in the art and business of entertainment. Content areas include directing, producing, cinematography, development, business and management of entertainment, music, and film scoring.

"UCLA Extension has been a great partner in helping us build out our learning and development programs."

– Lionsgate Rep.

**Corporate Discounts**
We want to support a culture of continuous learning. Contact us to request a corporate discount on UCLA Extension courses and certificate programs for your organization.

**Tuition Reimbursement Programs**
We make it easy for employees to take courses that will improve their job performance. Our credit-bearing courses are available both online and on-campus and are usually eligible for corporate tuition reimbursement programs. For more information, contact us at: customprograms@uclaextension.edu or (310) 206-4149.

We have the resources and experience to customize a top-notch curriculum just for you:

**Get expert counsel on your staff’s training needs.** We will help pinpoint your training needs, whether your goal is to develop staff, build leadership skills, increase efficiency, or boost performance.

**Use your budget and time wisely and effectively.** Choose from a variety of program delivery options and flexible formats. Facilities, educational materials, schedules, evaluations, follow-up, and other details are handled thoroughly and professionally by our experienced staff so you can focus on your work.

**Provide your staff with the latest relevant knowledge and practices.** Our roster of industry-leading instructors are equipped to give your staff the tools and insights they need to succeed.
Give us a Try—Join one of our Corporate Open Enrollment Seminars

Send a few members of your organization to learn something new, interact with renowned instructors, and network with likeminded professionals in these courses designed specifically for corporate audiences.

**Downtown LA Campus**

*Developing a Pathway to Senior Leadership*

- **Date:** Friday, July 14, 2017
- **Time:** 9am-4pm, **Cost:** $245

What does it take to put your career on the path to the C-Suite? Charting a career path is not about longevity or luck—it takes work to plan a career. This seminar will review what it takes to move up within your for-profit, nonprofit, or educational organization, including: defining senior leadership; management versus subject matter expertise; evaluating your strengths and weaknesses; and planning and reassessing your career.

**Successfully Transitioning Your Business to the Next Generation**

- **Date:** Thursday-Friday, Aug. 10-11, 2017
- **Time:** 9am-4pm, **Cost:** $445

Passing a business down to the next generation is more often than not unsuccessful. Some statistics show that only one third of all family businesses are successfully transferred to the next generation. Why do family firms so often fail to make the generational leap? Are there ways to beat the low survival rate? This course covers the essentials that both generations should know in running a long-lasting family business. Topics include deciding if a business should be transferred to the next generation; accounting, financial, and legal considerations; developing and overseeing a succession plan; emotional intelligence; and avoiding common mistakes in business transfers.

**Why It Pays to Care: The Importance of Compassion in the Workforce**

- **Date:** Friday, Sept. 15, 2017
- **Time:** 9am-4pm, **Cost:** $245

Not only is it part of our innate state as humans to feel compassion, it also impacts our business bottom lines. This workshop will help to inform and inspire compassion as part of regular business practice within our organizations. The audience will gain three main take-aways about the impact of compassion on business, design, and profitability. Participants will break into three sections, creating exercises and discussion sessions to explore the role of compassion in the workplace.

**Woodland Hills Campus**

*Strategies to Grow Your Nonprofit*

- **Date:** Saturday, Aug. 5, 2017
- **Time:** 9am-4pm, **Cost:** $245

Understanding the successful nonprofit business model creates a thriving culture within which we can identify and apply solutions. In this interactive workshop, we will layout overarching themes including: developing your mission; influencing staff and donors to become partners; organizational infrastructure; strategic planning; culture of philanthropy; and board development. Attendees are invited to bring specific issues to discuss at the workshop.

**Westwood Campus**

*Leading and Motivating Employees*

- **Date:** Friday, May 12, 2017
- **Time:** 9am-4pm

All supervisors and managers—especially those newly responsible for directing the work of others—can become change agents if they understand the role of the leader. To develop this understanding, you must start with an awareness of your own communication style and how it affects others, as well as develop an appreciation for the different ways people approach work and are motivated to achieve. This seminar focuses on leading as a means to affect change and accomplish desired results. Participants learn to assess and understand their individual styles and behaviors, and then analyze how these attributes can be harnessed in a leadership role. The seminar also examines powerful methods for motivating employees.

**Critical Thinking**

- **Date:** Wednesday, Sept. 20, 2017
- **Time:** 10am-4pm, **Cost:** $245

This seminar introduces concepts of critical thinking and examines how they can be applied to our social, work, and personal lives. Goals of the seminar include raising each person’s awareness of their thinking process; identifying the elements related to those processes; identifying tools and techniques used to analyze information and arguments; providing the understanding, techniques, and argumentation tools to assess information and to present information persuasively; and introducing how these tools can strengthen academic, social, and work skills. Methods of generating new and creative ideas will also be addressed.

**Transformative Strategic Thinking**

- **Date:** Monday-Thursday, July 17-20, 2017
- **Time:** 9am-4pm, **Cost:** $1,750

Do you want to see the world through multiple lenses? Do you want to learn to think like an entrepreneur, a manager, an inventor, a consultant, and a customer? This four-day program is designed to reengage your analytical skills and help break habits formed from daily work. Different methods for developing strategies will be provided: some that are known and some that are new. Come learn how to engage in proactive thinking that you can apply to your work, life, and family.
Instructor Feature: Pearls of Wisdom from Nance Rosen, MBA

CNBC named Nance Rosen its “Top Job Coach,” Investor’s Business Daily featured her in its Managing for Success column, and more than 420 media outlets have featured her on topics related to communication, personal branding, and marketing.

Nance Rosen is a former marketing executive for The Coca-Cola Company and was the first female director of marketing in the Fortune 500 technology sector. She has served as the president of the Medical Marketing Association and successfully launched several entrepreneurial ventures.

Nance is currently the CEO of ShoutBRAND and NanceSpeaks!, and executive publisher at Pegasus Media World: the Success Press. She authored Speak Up & Succeed: How to get everything you want in meetings, presentations and conversations, Million Dollar Personal Branding and the Library of Success, a Wall Street Journal bestseller, BusinessWeek bestseller, and the number one sales book on Amazon.

Nance is also an instructor at UCLA Extension, where she provides training for corporate clients, domestic and global, in various content areas including business communication, business development, global marketing, and career planning. Nance is currently working with the Custom Programs & Corporate Education team to develop a new programs for our corporate partners.

Q: What do you enjoy most about teaching at UCLA Extension?
The most enjoyable part of the teaching experience is the academic rigor it demands from me. I have the responsibility to identify and then share the latest findings from a wealth of fields—oftentimes areas you would not think could have a major impact on the subjects I teach. For example, I spend a significant amount of time culling through breaking news in neuroscience, linguistics, sociology, and psychology to inform the content of marketing, presentations, business communication, business development, personal branding, CRM, and other programs. Teaching has made me a lifelong learner!

Q: What cultivated your passion for career coaching?
Facilitating change in the classroom gave birth to my motivation to help people make great decisions in their careers and businesses. Students often approached me to ask for one-on-one help.

In those moments, I realized that business and career decisions really flow from an individual’s personal life experience, such as the family situation, the influence of friends and culture, or just a lack of mentoring to ignite different ways of thinking and behaving. That created my signature approach to coaching one-on-one in my private practice.

When I did this for CNBC, live on the air, they named me America’s Top Job Coach. I do live coaching for other media as well, such as NPR. So I can do rapid, short-form coaching as well as my favorite style: two- to three-hour immersions where we really take time to explore an individual’s life and beliefs. Then, we get authentically ideal choices and individualized strategies.
Thus, my “career” coaching approach entails looking at the whole person, not just a single decision about which career or business would really work for them. I can understand how they think, what makes them feel on-purpose and empowered. We also gently explore what wounds they need to heal before they can move on to greatness in their work and personal life.

Q: What do you consider to be the three most important factors for personal career success?
Communicating with clear outcomes in mind: improvisation is the most common cause of failure in business communication. If you are thinking while you’re speaking, you miss 90 percent of the cues that other people are sending you. I developed techniques that do two things that I refer to as “widening your brain space” and “opening up more working memory.” I do this with my "Trigger Talk” method.

Self-regulation, which is self-awareness, compassion, etiquette, and flexibility, is the core principle of leadership most people are missing. Simply put: the degree to which you manage yourself equals the degree to which you can lead others. I have developed four key steps of self-management that create a basis for massive change in an individual’s trajectory. When those self-regulation skills are in place, the individual becomes a role-model that people automatically look up to. That equates to promotions, better compensation, and new opportunities for that person.

Reputation building and management help authentic personal traits shine: successful reputation building and management lead to other people approaching you with offers and opportunities, rather than your having to constantly pitch, send resumes, network, and scour online sites for great jobs, new customers, or investments in your start-up.

Q: How can companies support employee development and up-skilling?
The gift of training and education is one of the most highly prized benefits, when you ask employees what would make their jobs more satisfying and create stronger relationships with their companies. When management shows it views the employee as a human being and not a “human doing”—more than just a job title or a set of job responsibilities, that individual feels empowered and more loyal. Tuition reimbursement for educational programs and courses is central to communicating a company’s support for continued development and greater skill building.

Q: What is your advice for professionals looking to advance to managerial and leadership roles?
Increase your understanding about how every part of your company functions. For example, if you are in accounting, consider taking courses in marketing—and vice-versa. If you are in logistics, consider taking courses in wealth management—and vice-versa. UCLA Extension provides opportunities for this type of exploration and cross-training. Oftentimes one course opens your eyes about your company’s larger vision and concerns. You become fluent in aspects of business beyond your own job duties.

Of course, none of that is accessible or visible to your organization until you also have extraordinary communication skills, both on-ground and online. Therefore, learning how to speak in public, make presentations, engage in meaningful conversations, form teams and lead them, and understanding how to powerfully participate in social media are now fundamental skills of leadership. At UCLA Extension, we offer a bounty of programs that an individual can take to gain new skills and prove their readiness to move up the ladder.
New Programs Spotlight
Social Innovation, Transformational Thinking, and Hospitality Management

We perennially develop new programs and courses to meet the needs of evolving markets and adult learners. We have several new and exciting programs under development, including:

**Becoming a Social Innovator**
**Instructor:** Jeff Sorenson, cofounder of optiMize; director for Social Innovation at University of Michigan LSA  
**Date:** June 26–Friday, Sept. 8, 2017  
**Delivery:** 12 weeks, online  
**Price:** $475

How do you turn an idea into impact? This course, led by optiMize cofounder Jeff Sorensen (2017 Forbes 30 under 30), will help you to identify your passions, clarify your vision, and find opportunities to take immediate action. Each week, we’ll add a new tool to your "innovator’s toolkit." You’ll be personally introduced to social innovators and entrepreneurs from Jeff’s network. By the end of the course, you’ll have renewed direction, energy, and connections to live a life of positive impact.

**Transformative Strategic Thinking**
**Instructor:** David French, president, David French & Associates, LLC, a business strategy consultancy  
**Date:** Monday, July 17–Thursday, July 20  
**Location:** UCLA Luskin Conference Center  
**Price:** $1750 program fee; $2,500 program fee and accommodations

Do you want to see the world through multiple lenses? Do you want to learn to think like an entrepreneur, a manager, an inventor, a consultant, and a customer? This 4-day program is designed to reengage your analytical skills and help break habits formed from daily work. Different methods for developing strategies will be provided: some that are known and some that are new. Come learn how to engage in proactive thinking that you can apply to your work, life, and family. This program is meant to give you different methods for developing strategies. You will be engaged to think differently and actively engage in proactive thinking that you will apply to work, life, and family.

**Hospitality Management, Luxury Brands**
**Instructor:** Various  
**Date:** Monday, March 26- Friday, March 30, 2018  
**Location:** UCLA Luskin Conference Center

Hospitality is one of the largest industries in Los Angeles and the West Coast and we recognize the growing need for training and education. This program provides a rigorous blend of classroom development, networking opportunities, and onsite visits to upscale hotels in the Los Angeles area. The curriculum is specifically designed to sharpen business thinking and people skills to enhance participants' ability to lead their organization, facilitate career development, and face the challenges of a fast changing global economy.
Upcoming Events

6th Annual TEDxUCLA: Gravity
May 20

In the spirit of “ideas worth spreading,” TEDxUCLA is a program of local, self-organized events that bring people together to share a TED-like experience. The 6th annual TEDxUCLA will focus on the theme of Gravity. At the event, TEDTalks, video, and live speakers combine to spark deep discussion and connection in a small group. For more information and to purchase tickets, visit www.tedx.ucla.edu.

Writers’ Program Publication Party
June 11

The 22nd annual UCLA Extension Writers’ Program Publication Party is a fun and free event that will feature readings from Writers’ Program instructors who have published work in the past year, book signings, and refreshment. Doors open at 7pm; readings begin at 7:30pm. RSVP to writers@uclaextension.edu or call (310) 825-9415 for more information.

UCLA Extension Certificate Graduation Ceremony
June 30

We couldn’t be more proud to celebrate the academic achievements of our students at the UCLA Extension Certificate Graduation Ceremony on Friday, June 30, 4:30pm, at the historic Royce Hall. Keynote speaker Stan Lee, former president and chairman of Marvel Comics, will share his wisdom and wish the students well as they transition into a new chapter of their lives.

Writing Retreat at Lake Arrowhead
Sept. 10-15

Give yourself the gift of time to write in a serene setting far away from the demands of your daily life. Join a small group of committed writers for four full days of uninterrupted writing at UCLA’s beautiful conference center at Lake Arrowhead. Participants will enjoy private bedrooms, private baths, and three gourmet meals each day, along with complimentary beverages. The Writers’ Program will coordinate some structured activities, including pre-dinner social hours and nightly open mic events, but your time will ultimately be yours to accomplish your writing goals at your own pace. Learn more at http://writers.uclaextension.edu/writing-retreat-at-lake-arrowhead/?_ga=1.33657636.427364419.1486669039
UCLA Extension’s Mission:
We engage the power of education to transform lives, businesses, and communities worldwide by providing extraordinary learning experiences.

About UCLA Extension
UCLA Extension is one of the nation’s oldest, largest, and most comprehensive continuing higher education providers. Our courses feature UCLA-approved curriculum and are taught by experts in the field.

We have locations throughout L.A., including in Westwood, Downtown Los Angeles, and Woodland Hills. We also offer convenient online courses.

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