ADVANCEMENT TRAINING AND TALENT DEVELOPMENT

Advancement Training Offerings

ESP: Constituent Records	The base of all other ESP training, this course guides users through the following core system functions: -System Navigation -Constituent Record Content -Revenue and Recognition Details -Interactions
ESP: Events	Learn to add and manage ESP event records. Topics include: -Record Layout and Content -Add and Edit an Event Record -Event Notification Form -Invitations, Registrations, and Attendance -Short Bio Report and Event Bio Report
ESP: Prospect Management	Explore the ESP functions available to UC San Diego fundraisers. Topics include: -Prospect Data -Prospect Plans and Contact Reports -Fundraiser Tab
ESP: Reports	Learn to use the reporting capabilities of ESP and relates systems to compile target data into usable lists. Topics include: -ESP Daily Dashboard -ESP Analytics -Cognos/STAR
Advancement Orientation	Come learn about tips and tools, career benefits, and our organization. This will help you get acquainted to the organization, our culture, and maximize the benefits and resources available to you.
Prospect Development	Prospect Development is a specialized unit serving all development. Prospect Development covers data, reporting and business intelligence, prospect management and prospect research, come learn all about us.

Gift Acceptance and Processing	Learn information on the UC San Diego policies and procedures around accepting gifts and the processing of those gifts.
Acknowledgements 101	Please join us to learn about how acknowledgments can help you steward donors for their philanthropic gifts. In this course, you will gain a better understanding of different types of acknowledgments, acknowledgment best practices, policies, guidelines, and how to utilize templates to maximize efficiency.
Acknowledgements 202	Please join us to learn about the Gift Acknowledgment Report and Honor and Memorial Report in Cognos to help further your unit's stewardship operations. In this course, you will gain a better understanding of these reports and how to use Microsoft Excel and Word to mail merge acknowledgments. We recommend taking the Acknowledgments 101 course before this course.
STAR: UCSD Foundation and Regents Gift Fund	Introduction to the STAR (Stewardship-Transparency-Accountability-Reporting) system, a new on-line gift fund informational system for both UC San Diego Foundation and UC Regents' gift funds.
Endowed Chairs	Learn the processes necessary to create an endowed chair at UC San Diego. Endowed chairs are one of the highest academic honors a university can bestow on a faculty member. The earnings from the endowment can be used to support the faculty's compensation, and responsibilities in teaching, research and service.
Campus Naming's	Learn about the process, hierarchy, and responsibilities involved in naming a university property, program, or facility in honor of people or entities that have made important contributions to UC San Diego.
Trailblazing 101 for Advancement **Coming Q2 2019**	Managers, supervisors, and future leaders, come join us to learn about leadership fundamentals for Advancement. Learn about coaching, accountability, delegating, motivating, and more. This course is meant to be introductory in nature and offers recommendations on additional Leadership courses to take at UC San Diego.
Creating a culture of Philanthrophy **Coming Q2 2019**	All of Advancement, come join us to learn about how we fundraise here at UC San Diego, tips and tools to help you be a successful fundraiser, and so much more!

Visit https://blink.ucsd.edu/sponsor/advancement/training/index.html or UC Learning to sign up.