

**From:** [Mizer, Lesley A](#)  
**Subject:** Updated Online Course: Effective Hiring Practices  
**Date:** Monday, June 17, 2019 3:17:08 PM

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Dear A&M System Training Coordinators,

The System course, *Effective Hiring Practices* (TrainTraq course no. 2111264), has been revised with new content provided by The Texas A&M System Office of Equal Opportunity and Diversity, and the Division of Human Resources & Organizational Effectiveness at Texas A&M University. The updated course will be available in TrainTraq after 5 p.m. on June 18th.

The course is designed for hiring supervisors, and it provides an overview of the hiring process. Updates include aligning terminology used in Workday, and revised practice scenarios.

All applicable assignment rules are still in effect and all course reports will remain the same. If your system member is interested in assigning this course, or if you have any questions, please contact me at [lmizer@tamu.edu](mailto:lmizer@tamu.edu) or 979.845.0083.

Sincerely,

Lesley

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