

EMERGING LEADER CERTIFICATE OF COMPLETION

Registering for Classes and Tracking Your Progress

- Sign into *sonoma higher ed*
- Find **WORKDEV – Emerging Leader Curriculum** under IN-PROGRESS LEARNING or PLAN SUMMARY

The screenshot displays the user interface for tracking progress. The 'Discover' section shows 'In-Progress Learning' with four course cards. The 'Plan Summary' section shows a donut chart with 'In Progress' highlighted and a 'Go to plan' button. The 'My Plan' section shows a table of learning and certifications.

NAME	PROGRESS	DATE	ACTIONS
SHFLS - NON-SWORN FIRE EXTINGUISHER AND GAP TRAINING	Completed	26-Jul-2023	REGISTER
SEM - Disaster Service Worker Training	Completed	04-Jul-2023	VIEW DETAILS
HRD - Preventing Harassment, Discrimination and Retaliation in the Workplace (County Employees)	Completed	04-Jul-2023	REGISTER
WORKDEV - Emerging Leader Curriculum	Progress 0%		REGISTER

- Click **WORKDEV – Emerging Leader Curriculum** to see classes, your registration status, and completions.
- Register for multiple classes in this one location:

The screenshot displays the 'WORKDEV - Emerging Leader Curriculum' page. It shows a progress bar at 35% and a list of courses with their registration status and completion dates.

Course Name	Status	Completion Date	Action
WORKDEV - Navigating County Governance	Pending Registration		VIEW
WORKDEV - Performance Management	Successful	On 28-JUN-2023	PRINT CERTIFICATE
WORKDEV - Leading Change	Successful	On 22-MAY-2023	PRINT CERTIFICATE
WORKDEV - Build Your Inclusive Leadership Skills	Pending Registration		VIEW
WORKDEV - Managing Prejudice Within Your Team	Pending Registration		VIEW
WORKDEV - Tackling Race Bias in the Workplace: A Guide for Managers	Pending Registration		VIEW
WORKDEV - Conflict Management	Registered		VIEW