Engagement Encouragement

Gallup Engagement Survey Launched

The UNT World Gallup Engagement Survey went out on October 26th, and it will close this Friday, November 6th. You still have time to complete it. ODE feels it is more important than ever for voices to be heard during these times of uncertainty to capture our level of engagement. As of Monday, November 2nd, this is the percentage of eligible employees per campus who have completed the survey:

- System Administration - 68%
- HSC - 61%
- UNT - 51%
- UNT Dallas - 48%

Employees will have access to the results by noon on November 20th via the Gallup Portal. To learn how to access and utilize the new Gallup portal, you can register for one of these trainings:

Utilizing the New Gallup Portal

This 1-hour informational session will cover tips on how to access and analyze your results from the Q12 Gallup survey inside the new Gallup Access Portal.

You will learn how to navigate the Gallup Access Portal Menu, identify where to find resources, learn to find and analyze your department’s results, and explore ways to start an Action Plan based on your team’s report.

When: Friday, November 20, 2020 • 2:00 PM – 3:00 AM
   Monday, November 23, 2020 • 11:00 AM – 12:00 PM
   Tuesday, December 1, 2020 • 2:00 PM – 3:00 PM

(Intended Audience: All employees)

Upcoming Live Sessions via Zoom

There is no time like the present to participate in professional development! ODE offers a variety of virtual professional development options such as the Live Training Via Zoom. Our live Zoom training gives you an opportunity to interact with the presenter and participants in real time. Please see our upcoming Live Trainings Via Zoom below:
The Employee Lifecycle
When: Thursday, November 5, 2020 • 1:30 PM – 3:00 PM

De-escalation Techniques: How to Communicate Effectively with Upset People
When: Tuesday, November 10, 2020 • 1:30 PM – 3:00 PM

Multi-Generational Workplace
When: Wednesday, November 18, 2020 • 10:30 AM – 12:00 PM

How to Manage Your Emotions
When: Thursday, December 3, 2020 • 10:30 AM – 12:00 PM

Understanding & Boosting Motivation
When: Wednesday, December 9, 2020 • 10:30 AM – 12:00 PM

Featured Webinar of the Week

Managing Up

Do you feel that your work relationship with your supervisor could be improved? Do you find yourself thinking, “my manager doesn’t understand what I do?”

Not every vital working relationship is a perfect match immediately. The good news is that there are some tips and tricks that employees can learn to work more productively with their manager. In this engaging session, we will equip you with the skills needed to better connect with your manager in a way that optimizes shared success.

Our goals during this session are to:
1. Identify tactics for dealing with difficult manager behaviors.
2. Describe how to approach your professional relationship with your manager in a productive way.
3. Articulate how to adapt your work style to your manager in a way that optimizes shared success.

Featured 5 Minute Wisdom

Coaching with Brenda Robertson

Brenda Robertson, University Librarian, University of North Texas at Dallas, talks about coaching in the "Leaders on Leading" audio clip series. This series features quick, entertaining, and motivating Q&As with organizational leaders on having an impact and developing people. Listeners will get real-world advice, learn practical tips, and hear inspirational stories to help improve their own leadership skills.

Brenda Robertson
University Librarian, UNT Dallas
**Professional Book Recommendation**

**1001 WAYS TO ENGAGE EMPLOYEES: HELP PEOPLE DO BETTER WHAT THEY DO BEST**

By Bob Nelson, PhD

Engagement is more than just a survey that we take once a year at UNT World. Engaging employees is an action or process that is intentional. Bob Nelson, author of best-seller *1501 Ways to Reward Employees*, has now written *1,001 Ways to Engage Employees: Help People Do Better What They Do Best*.

1,001 Ways to Engage Employees:

- Categorizes specific research-based factors proven to impact employee engagement.
- Cites hundreds of examples of what other companies are doing to enhance employee engagement—ideas you can use right now.
- Offers practical insights and advice from hundreds of clients Dr. Bob has worked with.
- Highlights the key research on employee engagement you need to know and use.

This book can be utilized to generate ideas around supporting engagement on teams. This book supplements the work ODE has done around the Gallup Engagement survey and provides additional insights as we strive to be a "Best Place to Work."

*If you would like to contribute a professional development book review, please send an email to ODE@untsystem.edu.*

**Diversity & Inclusion Featured Training**

**Keynote Speaker: Howard J. Ross [He]**

Do you need to know how to submit an ePAR (electronic payroll action request)? Not sure when an ePAR is required, or where to go access the ePAR system? ePAR is the method to enter and/or update employee and position details in the HR/Payroll system.

This training will cover:

- What is an ePAR?
- When is an ePAR used?
- Demonstrate how to create: Salaried hire, hourly hire, employee change within, termination, vacant position change

Please see our upcoming Live Trainings Via Zoom below:

**Introduction to ePAR**

**When:** Wednesday, November 11, 2020 • 2:30 PM – 4:00 PM  
Monday, November 30, 2020 • 10:30 AM – 12:00 PM