Checklist - Helping People Start Strong Within UC ANR

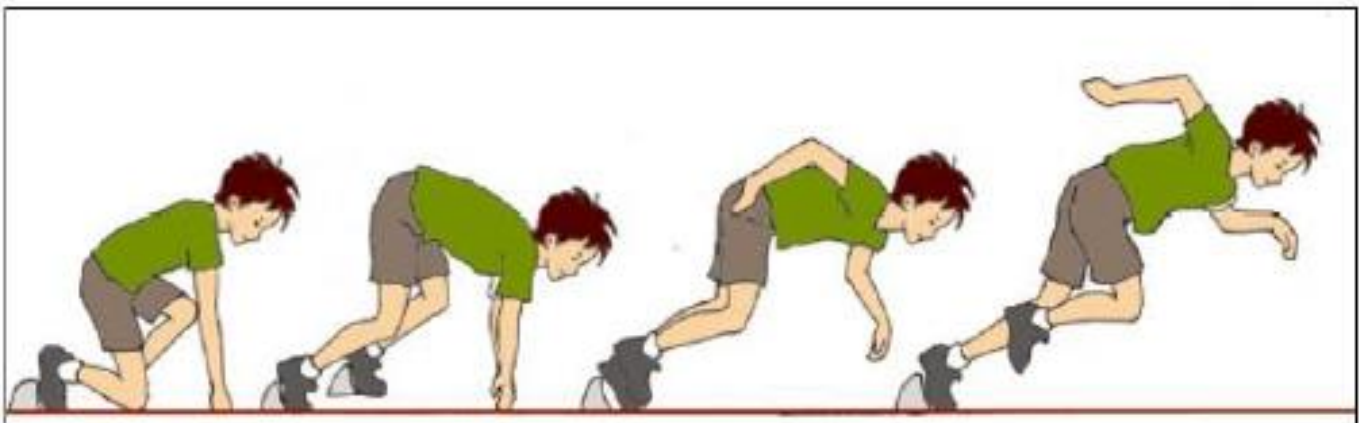## Why Help People Connect and Start strong?

1. People have greater job satisfaction when they feel part of a wider supportive community.

2. People work more efficiently when connected which increases the impact of our work.

Visit and revisit this list – especially over the first few months.

Major Resources. Check out the UC ANR web resource:

- **Learning and Development**

    Your one-stop skill resource site.

Be Proactive - Reach out

Most people are very happy to help.

Success = Impact. Impact takes time and connections.

Checklist to help Build Success: Help colleagues start strong - Connect and thrive.

Name: _____ Location: _____

Step	Resources	Progress
Administration		
Has HR been in touch?	Administrative 'to do' lists	Done ☐
Programmatic		
Getting started	[10 steps to starting](#) Fact Sheet	Done ☐
Network and support within UC ANR		
Connecting for impact	[Online presentation](#) | [Handout](#) | [Quiz](#)	Done ☐
Find people	Explore [Workgroups, Program Teams and Strategic Initiatives](#) [UC ANR Directory](#) Explore "Activities" on "Project Board" ([ANR Portal](#) login required)	Done ☐
Find your peers	"New Academic Peer Cohort" [Collaborative tools](#) group (log in required).	Done ☐
Find mentor(s)	"[Don't go it alone](#)" Fact Sheet AAC [Tips on Connecting](#) [Tips on Networking and mentoring](#) Ask for suggestions	Done ☐
Identify key county contacts	[10 steps to starting](#) Fact Sheet	Done ☐
Wellness		
Wellness for impact	[Online presentation](#) | [Handout](#) | [Quiz](#)	Done ☐
Be Positive	[Be positive](#) Fact sheet [Video](#) Ted Talk	Done ☐
Habits for Balance & Productivity	[Fact Sheet](#)	Done ☐
Focus		
Goal setting for impact	[Online presentation](#) | [Handout](#) | [Quiz](#)	Done ☐
Needs assessment	[Program Planning & Evaluation](#) web	Done ☐
Logic model	[Fact sheet](#)	Done ☐
Resource for technical information:	[Knowledge Bank](#) web	Done ☐
Understanding expectations	[Expectations table draft](#) Fact sheet	Done ☐
Communicate		
Communicating for Impact	[Online presentation](#) | [handout](#) | [Quiz](#)	Done ☐
Share your work and stories	[Knowledge Stream](#) (blog) [Submit your stories](#)	Done ☐
Learn how to build support	[How build support (advocate) for your work](#)	Done ☐

For much more:

    [Orientation & On-boarding](#) (On "For employees" site)

    Understanding **[Merits and Promotions](#)**