

# Course Type Descriptions

- \*Contin Ed:** Continuing Education is used to identify those courses used as CEPS (Continuing Education Program for Supervisors) credit courses.
- \*EEOrient:** Employee Orientation is used to identify those sessions offered by the Division of Human Resources that provide information to new employees.
- Functional:** Functional is used to identify those courses where the participant learns job-related skills and practices.
- Mgmt Devel:** Management Development is used to identify those courses where the participant learns managerial concepts and practices.
- Skill Dev:** Skill Development is used to identify those courses where the participant is learning a new skill or refreshing skills.
- \*Supv Skill:** Supervisory Skill is used to identify those courses in the Basic Supervisory Training Program offered by **KSU** Division of Human Resources.
- Technical:** Technical is used to identify those courses pertaining to the mechanical, industrial, and applied sciences.
- \* Used by **SHARP**