

Upcoming Workshops

Seats still
available!

12/2/2025

PSWP Workshops are for PEF-Represented and Management/Confidential Employees. To register and see the full descriptions, visit the Statewide Learning Management System (SLMS) at <https://nyslearn.ny.gov>.

For additional information regarding currently available offerings, please check PSWP Course Offerings at pswp.info.

Virtual

Project Management Fundamentals (w/PDUs) – Virtual

This two-session virtual workshop will provide an overview of project management utilizing the Project Management Institute (PMI) framework for those with limited knowledge or experience in project management methodologies. The workshop will include fundamentals of defining and getting buy-in for a project, setting project goals, creating a statement of work, project risks, planning project tasks, executing the project, and closing the project. Optional assignment may be given between sessions to enhance learning. Upon completion of this workshop 7 Professional Development Units (PDU) will be awarded.

Dates/Time: 1/7/2026 and 1/8/2026; 9am – 12:45pm

Location: Virtual, WebEx

Provider: Verhoef

Registration Deadline: 12/31/2025

[Sign up for Project Management Fundamentals \(w/PDUs\) – Virtual](#) You can also search “Learning” in the SLMS for “PSWP_6712” to locate.

Project Management Fundamentals (w/PDUs) – Virtual

This two-session virtual workshop will provide an overview of project management utilizing the Project Management Institute (PMI) framework for those with limited knowledge or experience in project management methodologies. The workshop will include fundamentals of defining and getting buy-in for a project, setting project goals, creating a statement of work, project risks, planning project tasks, executing the project, and closing the project. Optional assignment may be given between sessions to enhance learning. Upon completion of this workshop 7 Professional Development Units (PDU) will be awarded.

Dates/Time: 2/4/2026 and 2/5/2026; 9am – 12:45pm

Location: Virtual, WebEx

Provider: Verhoef

Registration Deadline: 1/28/2026

[Sign up for Project Management Fundamentals \(w/PDUs\) – Virtual](#) You can also search “Learning” in the SLMS for “PSWP_6763” to locate.

Project Management Intermediate (w/PDUs) – Virtual

This two-session virtual workshop is intended for participants who have already learned the fundamentals of project management and are now ready to explore further best practices utilizing the Project Management Institute (PMI) framework and an organizational Project Life Cycle (PLC) methodology. Participants should have either taken the Project Management Fundamentals workshop or have commensurate Project Management fundamentals experience. A brief review of the Originating, Initiating, and Planning phases of Project Management is included at the start of the workshop. Optional assignment may be given between sessions to enhance learning. Upon completion of this workshop 7 Professional Development Units (PDU) will be awarded.

Dates/Time: 2/18/2026 and 2/19/2026; 9am – 12:45pm

Location: Virtual, WebEx

Provider: Verhoef

Registration Deadline: 2/11/2026

[Sign up for Project Management Intermediate \(w/PDUs\) – Virtual](#) You can also search “Learning” in the SLMS for “PSWP_6764” to locate.

Principles of Investigative Techniques – Virtual

This four-session (3 hours per session) virtual workshop provides employees with an introduction to the investigation process for purposes of fact-finding and information gathering in regards to compliance, violations, fraud, and abuse. The course covers four main topics: investigative interviewing, note taking, preparing investigative reports, and testifying. The course examines techniques for interviewing various subjects including: complainants, witnesses, victims, and employees. Additionally, participants will learn how to prepare for and conduct investigative interviews, strategies for detecting deception, when and how to take notes, how to prepare investigation reports using interview notes, and how to present testimony based on the investigation process. The workshop relies on interaction between the instructor and participants with case studies and practical exercises.

Dates/Time: 2/24/2026, 2/25/2026, 3/3/2026, and 3/4/2026; 9am – 12pm

Location: Virtual, Zoom

Provider: Monroe Community College Economic & Workforce Development Center

Registration Deadline: 2/17/2026

[Sign up for Principles of Investigative Techniques – Virtual](#) You can also search “Learning” in the SLMS for “PSWP_6760” to locate.

Principles of Investigative Techniques – Virtual

This four-session (3 hours per session) virtual workshop provides employees with an introduction to the investigation process for purposes of fact-finding and information gathering in regards to compliance, violations, fraud, and abuse. The course covers four main topics: investigative interviewing, note taking, preparing investigative reports, and testifying. The course examines techniques for interviewing various subjects including: complainants, witnesses, victims, and employees. Additionally, participants will learn how to prepare for and conduct investigative interviews, strategies for detecting deception, when and how to take notes, how to prepare investigation reports using interview notes, and how to present testimony based on the investigation process. The workshop relies on interaction between the instructor and participants with case studies and practical exercises.

Dates/Time: 3/17/2026, 3/18/2026, 3/24/2026, and 3/25/2026; 9am – 12am

Location: Virtual, Zoom

Provider: Monroe Community College Economic & Workforce Development Center

Registration Deadline: 3/10/2026

[Sign up for Principles of Investigative Techniques – Virtual](#) You can also search “Learning” in the SLMS for “PSWP_6761” to locate.

To see the policy on equal opportunity and reasonable accommodation, visit the PSWP website at www.pswp.info/eora.cfm.

If you are enrolled and unable to attend, please contact PSWP customer service at PSWPRegistration@albany.edu immediately or no later than three (3) days prior to the delivery date to allow a person on the waitlist a chance to attend.

The Public Service Workshops Program is funded through a negotiated agreement between the State of New York and the Public Employees Federation, AFL-CIO, and through additional management/confidential funds. The program is administered by the Professional Development Program, Rockefeller College, University at Albany, through The Research Foundation of the State of New York, under contract with the Office of Employee Relations.