

LEAD Advance - Course Tracking Form

Follow the instructions of each section carefully and complete the following form to help guide your completion of the LEAD Advance certificate program. Refer to [REPORTER](#) and the included catalog links for detailed program rules and event scheduling information.

1. Core Courses - LEAD Advance

Complete ALL of the following courses:

1. Introduction to LEAD
2. Avoid Groupthink with Collaborative Decision Making
3. Facilitating Performance Accountability
4. Fostering Team Psychological Safety
5. Team Essentials: Creating the Framework for a High Performing Team

2. Self-Awareness Course

Complete ONE (1) of the following courses and enter the name of the completed course in the field below:

1. Discovering Different Work Styles with DISC
2. Exemplary Leadership Practices with 360 Feedback Assessment* *course fee required
3. Personality Traits: Understanding Yourself and Others
4. Adapting Your Communication Style to Improve Collaboration
5. Leading with Emotional Intelligence* *course fee required

Course #1:

3. Diversity (OIED) Course

Complete ONE (1) Diversity training course offered by the Office of Institutional Equity and Diversity (OIED) found on the [OIED Course Catalog page \(opens in a new tab\)](#) and enter the course name in the field below:

Course #1:

Example Courses: Unconscious Bias, Microaggressions, Fundamentals of Equal Opportunity, and Cultural Intelligence of Assessment (CQ)

4. LEAD Electives

Complete THREE (3) LEAD Electives from the list of eligible courses found on the [LEAD Course List page \(opens in a new tab\)](#) and enter the course names in the fields below:

Elective #1:

Elective #2:

Elective #3:

5. eLearning Courses - LinkedIn Learning

Complete SIX (6) HOURS of self-directed eLearning courses from the [LinkedIn Learning catalog page \(opens in a new tab\)](#). Courses must be selected from the “Leadership” category of the course catalog and a proof of completion document is required for the final LEAD Advance certificate submissions. Refer to STEP 7 for more information on submitting your proof of completion document, and enter the course names in the fields below:

eLearning #1: Hours:

eLearning #2: Hours:

eLearning #3: Hours:

eLearning #4: Hours:

eLearning #5: Hours:

eLearning #6: Hours:

NOTE: It is not required to complete six separate courses if the six hour requirement is met with fewer courses.

6. LEAD Learning Events (L&OD)

Complete TWO (2) LEAD Learning Events hosted by L&OD (Learning & Organizational Development) found on the [LEAD Professional Learning page \(opens in a new tab\)](#) and enter the event names in the fields below:

Event #1:

Event #2:

7. Certificate Completion & Submission

Complete ALL of the following steps to finalize your LEAD Advance certificate submission:

1. Complete all of the steps included in each section of this form.

2. Complete the LEAD Program Evaluation found on the following webpage:
<https://app.keysurvey.com/f/41518895/5731/>

3. Email proof of completion documents for Sections 3, 4, 5 and 6 of this form to LearnWithLOD@ncsu.edu with the subject “**LEAD Advance - Proof of Completion**”.

For questions or issues with completing this form, contact LearnWithLOD@ncsu.edu