












# MICHIGAN STATE UNIVERSITY



## elevateU Resources for Staff & Faculty

Icon	Length	Description
<b>Course</b> 	generally 1 hour	Web-based instructional content delivered to you on your computer. During a course, you practice and are assessed on your mastery of the skills and knowledge learned in the Business Skills or IT course.
<b>Job Aid</b> 	1-3 minutes	Standalone documents intended to support transfer of knowledge and skills from courses to the workplace.
<b>Skill Brief</b> 	1-3 minutes	Single-page, condensed summaries of the instructional content of a course topic. Use SkillBriefs as an instant reference after you have completed a course.
<b>Business Impact</b> 	7-12 minutes	Media-rich dramatizations of frequently encountered business problems. Use these to pick up on best practices and things to avoid in various business scenarios.
<b>Challenge Series</b> 	15-20 minutes	Media-rich case studies focused on content analysis, problem solving, and decision making. Learners are challenged to analyze a business problem and discovery material, select one of several potential solutions, and then defend or justify their selections by answering questions about the selected outcome.
<b>Simulations</b> 	30 minutes	Similar to the Challenge Series, but more extensive.
<b>Books</b> 	Varies	<b>Books</b> cover a wide range of business and IT-related subjects. You can search for book titles using the Search field in elevateU or access the Books24x7 site directly by clicking the link in the upper right hand corner of your screen.
<b>Videos</b> 	1 minute - 2 hours	Videos cover a variety of business, IT and leadership related themes. With Leadership Development Channel videos, learn about a targeted topic from an expert in the field. You can also attend live learning events through Books 24/7.
<b>Practice Tests</b> 	1.5 hours plus optional discussion	<b>Practice Tests</b> help you prepare for a certification exam. You can take a test prep exam in Study Mode (where you receive feedback after each question) or in Certification Mode (designed to mimic an exam).
<b>Mentoring</b> 	Varies	<b>Mentoring</b> provides a convenient way to access the Chat with a Mentor, Email My Mentor, and Activate Daily Email features for particular IT or Project Management courses/certification study.
	Varies	inGenius brings the power of social networking to elevateU. You can build a community of colleagues from within your organization that share similar interests and/or activities, or who are interested in exploring the interests and activities of others.