Workshop Certificate Program

PAW
PROFESSIONAL & ACADEMIC
WORKSHOPS

UNM
GRADUATE STUDIES

What is PAW?

PAW (Professional & Academic Workshop) is a campus-wide consortium of student support organizations that offer workshops and speaker series for the benefit and improved success of graduate students. Although workshops are generally tailored to the needs of grad students, in most cases all students, faculty, and staff are welcome to attend. PAW was created through Graduate Studies to reduce redundancy of offerings, improve attendance and relevancy of the workshops offered, and to provide a current calendar to alert participants of upcoming events. The calendar also allows partners a chance to arrange scheduled workshops to avoid overlap with other offerings.

As with all our partners, Graduate Studies itself seeks to provide tools and support for graduate students throughout their academic journey— from their acceptance, to successful scholarship, to completion of their theses, dissertations and degrees, and onward to the workforce, whether it be in industry, business, or academia.
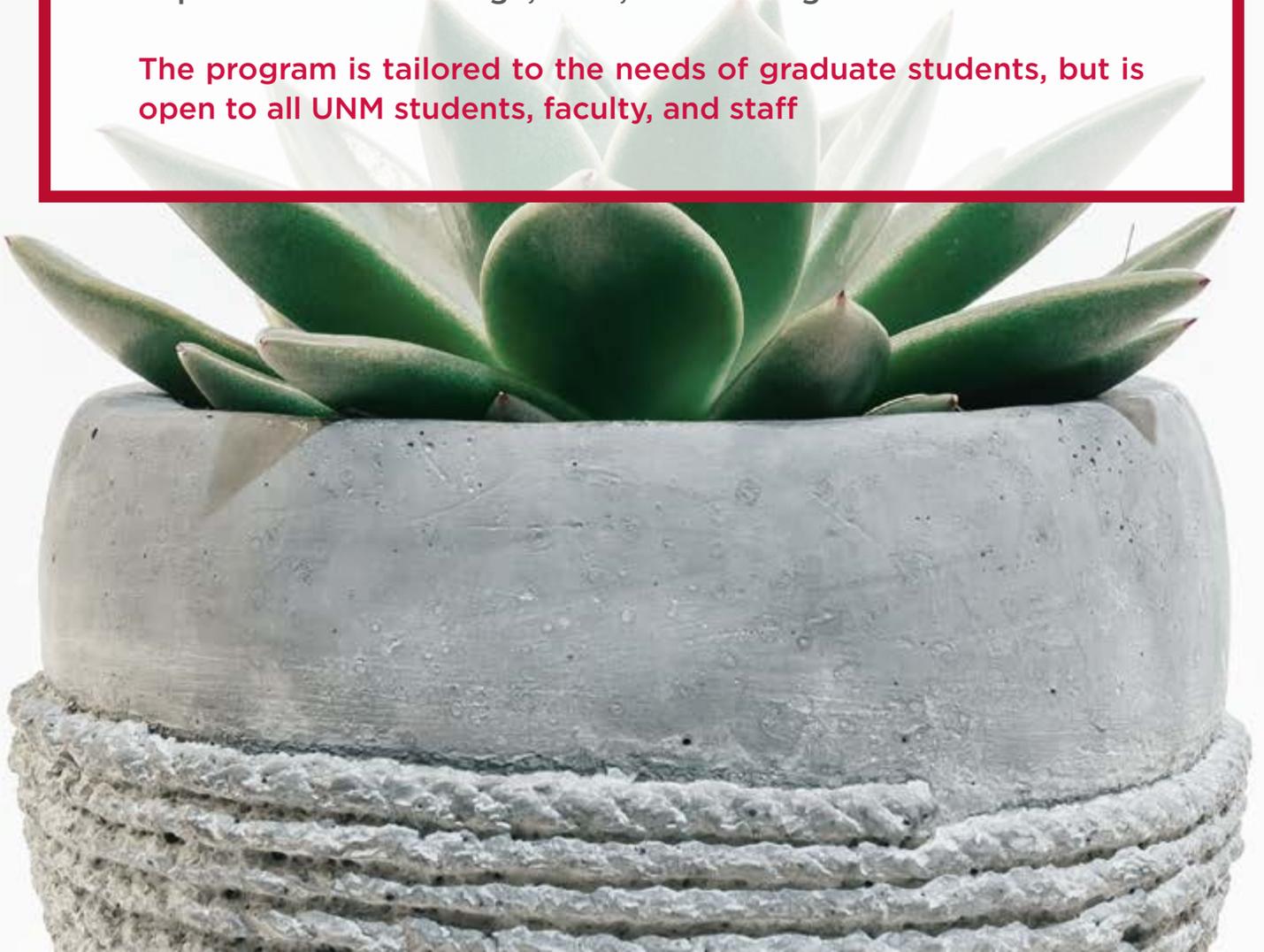
Our Partners

Participating student support organizations (partners) work together to assess workshops, provide certificates of completion, and coordinate marketing.

- **Academic Integrity & Research Ethics (AIRE)**
- **Alumni Relations**
- **Career Services**
- **Center for Teaching & Learning**
- **Feminist Research Institute**
- **Global Education Office (GEO)**
- **Graduate & Professional Student Association (GPSA)**
- **Graduate Resource Center (GRC)**
- **Graduate Studies**
- **Office of the Instituttional Review Board (IRB)**
- **Project for New Mexico Graduates of Color (PNMGC)**
- **Student Health & Counseling**
- **University Libraries (SHAC)**

What is the PAW Workshop Certificate Program?

Sponsored by Graduate Studies, the program gives graduate students the opportunity to earn up to four non-transcripted certificates by attending designated workshops through PAW partners. Students can use certificates to enhance their resumes or CVs and demonstrate to potential employers the breadth and depth of their knowledge, skills, and training.

The program is tailored to the needs of graduate students, but is open to all UNM students, faculty, and staff

How to Earn Certificates

ATTEND 12 WORKSHOPS WITHIN YOUR CERTIFICATE AREA

DOCUMENT YOUR ATTENDANCE AT WORKSHOPS USING THE PAW PASSPORT.

SUBMIT YOUR COMPLETED PASSPORT TO THE PAW OFFICE TO RECEIVE YOUR BEAUTIFUL CERTIFICATE!

CERTIFICATION PASSPORT

Four Certificate Areas

ACADEMIC DEVELOPMENT

RESEARCH PRACTICES

CAREER DEVELOPMENT

TEACHING SKILLS

Academic Development

Maybe you're a new graduate student, confused about expectations within the academy. Or maybe you're a seasoned veteran, struggling to juggle your emotional health with the demands of completing a thesis or dissertation. Whatever stage you find yourself in, a certificate in Academic Development can help you make the most of your time at UNM, and beyond.

EXAMPLES OF ELIGIBLE WORKSHOPS INCLUDE

Academic Peer Mentoring (PNMGC)

Anti-Racism (PNMGC)

Basic Prezi (GRC)

Building a Bibliography with Zotero (GRC)

Coping with Anxiety, & Depression (SHAC)

Critical Reading Skills (GRC)

Designing a Better Academic Poster (GRC)

Digital Humanities (GRC/Libraries)

Endnote & Endnote X (GRC)

Grant Writing (GRC)

How to Present at a Conference (GRC)

Learning Excel (GRC)

Literature Reviews (GRC)

Micro-Aggressions (PNMGC)

Qualitative Analysis (GRC)

Quantitative Analysis (GRC)

Stress Management (SHAC)

Test Anxiety (SHAC)

Thesis/Dissertation Formatting (GS)

Time Management (GRC)

Workshop offerings vary by semester. Check the PAW website for the latest listings!

Career Development

Sometimes students get so wrapped up in their studies and the demands of academic life that they aren't ready for the processes and demands of the job markets and workplaces that await them. A certificate in Career Development will prepare you to not only apply for jobs and get hired, but will contribute to an intellectual and emotional skill set that will help you thrive in the workplace.

EXAMPLES OF ELIGIBLE WORKSHOPS INCLUDE

Academic & Alternative Careers (CTL)

Academic & Professional Careers (GRC)

Anger Management (SHAC)

Assertive Communication (SHAC)

Basic Prezi (GRC)

Compelling Communication (GRC)

Grant Writing (GRC)

LinkedIn Workshop (CS)

Micro-Aggressions (PNMGC)

Networking 101 (CS)

Overcoming Impostor Syndrome (GRC)

Resume Rescue (CS)

Salary Negotiation (CS)

Social Issues (GEO)

Stress Management (SHAC)

Tax Information Sessions (GEO)

Time Management (SHAC)

Transitioning from College to Career (CS)

Work Visas & Permanent Residency (GEO)

Writing Resumes for Educators (CS)

Workshop offerings vary by semester. Check the PAW website for the latest listings!

Research Practices

Research is a complex process, but understanding its components doesn't need to be a difficult endeavor. A certificate in research practices will prepare you to tackle research projects, of all sizes, in an ethical, legal, and effective way. Your certificate will also demonstrate your commitment to and knowledge of research excellence to academic committees and hiring boards.

EXAMPLES OF ELIGIBLE WORKSHOPS INCLUDE

Authorship & Peer Review (AIRE)

Avoiding Plagiarism (AIRE)

Basic Prezi (GRC/Libraries)

Building a Bibliography Using Zotero (GRC)

Data Reproducibility (AIRE)

Designing Better Academic Posters (GRC)

Endnote & Endnote X (GRC/LIBRARIES)

Grant Writing (GRC)

How to Present at a Conference (GRC)

Writing a Literature Review (GRC/Libraries)

IRB Elements (IRB Office)

IRB Net (IRB Office)

IRB Protocol & Consent (IRB Office)

IRB Workshops (IRB Office)

Qualitative Analysis (GRC)

Quantitative Analysis (GRC)

Responsible Conduct of Research

Certification Sessions (AIRE)

Theses & Dissertations 101 (GRC)

Wikipedia Edit-a-Thon (Libraries)

Workshop offerings vary by semester. Check the PAW website for the latest listings!

Teaching Skills

Excellent teachers aren't born; they're crafted. They're innovative, intelligent, and informed, and they use these qualities to engage students and promote learning and development. Build and refine your teaching chops by earning your Classroom Skills certificate. Doing so will not only improve your classroom performance but will also demonstrate to hiring boards your commitment to academic excellence.

EXAMPLES OF ELIGIBLE WORKSHOPS INCLUDE

Anger Management (SHAC)

Anti-Racism (PNMGC)

Assertive Communication (SHAC)

Basic Prezi (GRC/LIBRARIES)

Compelling Communication (GRC)

Course Design Institute (CTL)

Creating & Using Rubrics (CTL)

Effective Mulitple-Choice Tests (CTL)

Giving Quality Feedback (GRC)

Global Engagement at UNM (CTL)

Online Class Discussion Strategies (CTL)

Peer Mentorship (PNMGC)

Stress Management (SHAC)

Style Manuals & Avoiding Plagiarism (GRC)

Teaching Across Cultural Strengths (CTL)

The Learning Cycle (PNMGC)

Tips for Academic Success (SHAC)

Using iClickers (CTL)

Workshop offerings vary by semester. Check the PAW website for the latest listings!

Frequently Asked Questions

Q: I noticed that some workshops are valid for multiple certificate tracks. Can I apply credit from one workshop to more than one certificate track?
A: Attendance to a single workshop can be applied for credit on up to two certificate tracks, but each certificate track may include no more than three dual-use credits. This means that at least nine of the twelve credits for any given certificate are "single-use," meaning they have only been applied to that individual certificate.

Q: I attended some workshops before the Certificate Program was put into place, but which are now listed as Designated Workshops within the program. Can I use that attendance for credit on a certificate?
A: Absolutely! If you previously attended a workshop that now falls within a certificate track's designated curriculum, you can use it towards a certificate.

Q: I attended an on-campus workshop that wasn't listed on the PAW website, but I think its topic applies to one of the certificate tracks. Can I use this attendance for credit for a certificate?
A: There's a good chance you can! Submit a brief petition through the PAW website and a staff will review your request and inform you once a decision has been made.

Q: Can I apply workshops taken at other universities to a PAW certificate?
A: Possibly! Submit a Workshop Transfer Request through the PAW website and a staff member will review your request and inform you once a decision has been made.

Get Started Today!

VISIT
PAW.UNM.EDU
TO DOWNLOAD
YOUR PASSPORT
AND SEARCH FOR
WORKSHOPS!