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"Rummaging in the government's attic"

Description of document: National Labor Relations Board (NLRB) listing of NLRB Headquarters Presentation videos available for employees and Training Tuesday video and internet conference training topics in 2011 and 2012

Requested date: 06-August-2012

Released date: 27-August-2012

Posted date: 25-March-2013

Titles of documents: NLRB Training Videos (as of August 20, 2012)
2012 Training Tuesdays

Source of document: NLRB FOIA Officer
National Labor Relations Board
1099 14th Street, N.W., Room 10600
Washington, D.C. 20570
Fax: (202) 273-FOIA (3642)
[E-FOIA Request Form](#)

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**UNITED STATES GOVERNMENT
NATIONAL LABOR RELATIONS BOARD
FREEDOM OF INFORMATION OFFICE**
Washington D.C. 20570

Date: August 27, 2012

FOIA/ID: LR-2012-0601

This is a final response to your FOIA request, dated August 6, 2012, and received in this office August 17, 2012, in which you request "the PowerPoint slide presentation Bryan Garner uses when he presents his 'Advanced Legal Writing and Editing Seminar'; the listing of Training Tuesday video and internet conference training topics in 2011 and 2012; the listing of NLRB Headquarters Presentation videos available for employees."

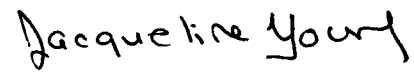
Your request is granted in part and denied in part. In a phone conversation on August 21, I informed you that the Agency does not have in its possession Bryan Garner's slide presentation. As to your other requests, I have enclosed the listing of Training Tuesday video and internet conference training topics in 2011 and 2012 and the listing of NLRB Headquarters Presentation videos available for employees.

For the purpose of assessing fees, I have put you in the "all other requester" fee category. Accordingly, there is no charge for this request.

The undersigned is responsible for the above determination. You may obtain a review thereof under the provisions of the NLRB's Rules and Regulations, Section 102.117(c)(2)(v), by filing an appeal with the General Counsel, Office of Appeals, National Labor Relations Board, Washington, D.C., 20570, within 28 calendar days of the date of this letter, such period beginning to run on the calendar day after the date of this letter. Thus, the appeal must be received by the close of business at 5:00 p.m (ET) on September 24, 2012. Any appeal should contain a complete statement of the reasons upon which it is based. Questions concerning an appeal of this determination should be directed

to the Office of Appeals. For questions concerning this letter, please call me at 202-273-3825.

Sincerely,

A handwritten signature in black ink that reads "Jacqueline Young". The signature is written in a cursive, slightly slanted style.

Jacqueline A. Young
Freedom of Information Officer

Enclosures

JAY:dbw

NLRB TRAINING VIDEOS (as of August 20, 2012)

Video: The Story of the NLRB
Appellate and Supreme Court Litigation Branch Briefing - Supreme Court
Appellate and Supreme Court Litigation Branch Briefing - Appellate Court
Legal Careers in Government Service
Applying for a Position in the Field and Working in a Regional Office
Division of Advice Briefing
Office of Special Counsel
Special Litigation Branch
Office of the Solicitor Briefing
Office of Representation Appeals Briefing
Office of the Executive Secretary Briefing
Contempt Litigation & Compliance Branch Briefing
Office of Appeals
An Introduction to Basic Concepts of eDiscovery
Division of Judges with Administrative Law Judge Earl Shamwell
Meet Chairman Mark G. Pearce National Labor Relations Board
Welcome to the NLRB 2012 Summer Law Clerk, Coops & Intern Program
NLRB Staff Meeting hosted by Chairman Pearce
Guidelines and Tips for Successful Mentoring: A Program for Non-Supervisory Mentors
Overview of the Freedom of Information Act (FOIA)
NLRB Jurisdiction Guidance
What can the Library do for ME?
In the Public Eye: The NLRB and the Media
Fissured Employment and its Impact on Workplace Regulation
Rick Siegel's Retirement Reception Slideshow
2011 Presidential Rank Award Presentation to John Ferguson
The NLRB's November 30, 2011 Board Meeting
A Tribute to John C. Truesdale
A Dramatization of a Representation Case Hearing
The 100th Anniversary of the Fire at the Triangle Shirtwaist Factory,
The Hon. Howard Jenkins Jr. - Changing the Course of History - Attracting Minorities to the Law
Working for American Workers Narrated by John Higgins
The National Labor Relations Board Conducts a Union Representation Election
How the NLRB Works
A "Mock" NLRB Election
The Story of the National Labor Relations Board - B&W - 1954
A "Mock" NLRB Election - Video Moderated by John Higgins
The Story of the National Labor Relations Board - Video Moderated by Fred Jacobs
75th Anniversary of the National Labor Relations Act
The National Labor Relations Act at 75: Its Legacy and Its Future
70th Anniversary of the National Labor Relations Act
Revisiting the New Deal – the Historical Context & Economic Underpinnings of the NLRA
Reenactment of the Supreme Court argument in NLRB v. Friedman-Harry Marks
Managing the E-Discovery Process: Guidance for Federal Agencies
FOIA: Introduction to the Freedom of Information Act (2009)
PRAO Agency Counsel and the Rules of Professional Conduct
Pro Bono Activity: A Legal and Procedural Guide for Federal Government Attorneys
Department of Labor - Past and Present
The Extraordinary Legal Career of Charles Fahy, the NLRB's first General Counsel, with Reflections on the Early Days of the NLRB
Global Labor Activities: Rapid Changes in the Middle East and Elsewhere
New Financial Actors & Employment Relations: US Private Equity & Regulatory Reform and How Institutional Investing Can Affect Employment Relations—Private Markets, Financial Engineering and Labor

The Future of Collective Bargaining: Implications of Accelerating Change in Technology, Markets, Organizations and Institutions
Immigration and the Workplace: A Business And Labor Perspective
Covering Labor, Then and Now
ILO Standards Policy in a Globalized World
U.S. Legislation and Jurisprudence as Viewed by the ILO Committee on Freedom of Association
The Betrayal of Work: How Low-Wage Jobs Fail 30 Million Americans - a revealing examination of low wage work in the United States
Financialization and Labor with Professor Thomas A. Kochan and Stephen Sleight
A Green Economy: Two Perspectives
Race, Labor & the "Unfinished Task of Emancipation"
Overview of the National Mediation Board
Roundtable Discussion with Merit Systems Protection Board (MSPB) Judge Dan Turbitt and NLRB Attorneys & Field Examiners regarding Witness Credibility and Courtroom Demeanor
Witness Credibility - Winning a Case Before an Administrative Law Judge
The Art of Determining Witness Credibility and Handling Difficult Counsel
10 (J) Oral Argument
10 (L) Oral Argument
Drafting and Issuing Subpoenas to Obtain the Documents You Need
Investigating Cases Involving Oil Capital Issues
What's New in R Case Law
Calculating Backpay the Easy Way
Effective Presentations with Joanne Valdes
Cross Examination Techniques
The Art of Cross Examination
The Case of the Adverse Witness
Deposition Training
Watch Where You Track: Ethics, Metadata, and Cyberspace
Protected Concerted Activity - Training Exercise: Parexel
Mock Virtual Hearing
Demonstration of Video Testimony Techniques
Working with Interpreters
Settlement Agreements I - Practical Tips for "Problem-Free" Settlements
Settlement Agreements II - How they can be used in special and unique situations
Deposition & Bankruptcy Examination Guidelines
How to Read Financial Records
Installment Payments In Compliance
Session 1 - Accounting Fundamentals - Context, need and application of learning
Session 2 - Balance Sheets and Income Statements (75 min)
Session 3 - Understanding the Business Narrative - e.g. Annual Reports (81 min)
Session 4 - Focusing on What Numbers Really Mean - i.e. financial analysis ratio
Session 5 - "Poking Holes" in Financial Statements (86 min)
Session 6 - Case Studies on Business Viability - I.e. transfer pricing, departmental
The Extraordinary Leader - Going from Good to Great Self Study Guide
Annie McKee on Becoming A Resonant Leader
Developing Your Executive Presence
What is Active Listening
Emotional Intelligence: Expanding Your Emotional Quotient (EQ)
Communicating With Diplomacy with Lisa Richard of Eldh and Associates
Becoming a Master Communicator with Lisa Richard of Eldh and Associates
Managing Change On-Line Course
Managing Multiple Priorities with Wendi Eldh
Do It Now! How to Overcome Procrastination with Wendi Eldh
Destressing Your Life and Finding Balance with Wendi Eldh
Building "Me, Inc." (Personal Branding) with Wendi Eldh
Communicating Effectively in a Diverse World By Greg Brannan

Four Steps to Better Work Relationships
Overcoming Burnout
Oomph Power! How to Get Re-Energized for Outrageous Success with Susan Miller
Nutrition for Professionals
Lean Forever - A Weight Management Workshop
NLRB 2012 Annual Ethics On-Line Training Course
Introduction to SMART 885ix Interactive Whiteboard Handout
Welcome to the Superprint 4425A TTY
Federal Retirement Benefits - FERS 2011
Federal Retirement Benefits - CSRS 2011
Federal Long Term Care Insurance Program and the 2011 Open Season
The Thrift Savings Plan: What is it, and is it for me?
Lessons Learned From Retirement: Tips to Avoid Surprises
Personal Security on the Job On-Line Training Course
Protecting Yourself Against On-Line Stalkers
Homeland Security Presidential Directive-12, Personal Identity Verification Card
Betrayed - The Trusted Insider
Insider Threat - Get Smarter with Digital Self Defense
Program 1: The Fundamentals of Effective Writing and Editing
Program 2: Writing Effective Introductions
Program 3: Effective Organization of Law and Facts: Structure and Avoiding Defaults
Program 4: Transitions and Paragraphs
Program 5: The Wages of Syntax: Effective Sentences
Program 6: Down and Dirty in the Details: Common Misconceptions and Mistakes in Grammar, Word
Program 7: Style: Energy, Grace, and Professional Character
Program 8: Writing Preparation: Understanding Your Task Practically
Program 9: Effective and Efficient Editing: A Practical Strategy
Program 10: Persuasive Writing – Part I
Program 11: Persuasive Writing – Part II
Program 1 (review): The Fundamentals of Effective Writing and Editing
Program 2 (review): Writing Effective Introductions
Program 3 (review): Effective Organization of Law and Facts: Structure and Avoiding Defaults
Program 4 (review): Transitions and Paragraphs
Program 5 (review): The Wages of Syntax: Effective Sentences
Asian-Pacific-American Heritage Month 2012 Observance Theme: "Striving for Excellence in Leadership, Diversity and Inclusion"
MLK Observance Theme: 2012 Service Day "A Day On ... Not A Day Off"
National Disability Awareness Month Program
National Hispanic Heritage Month Program: Many Backgrounds, Many Stories, One American Spirit
Lesbian, Gay, Bisexual & Transgender Month Agency Program

2012 Training Tuesdays

Using Westlaw Efficiently
Cleaning up Data Imported into Microsoft Excel
Strategies for Organizing your Time
Using Software to Manage Time
Compliance with the Agency's New Notice Posting Rule
Effective Communication
Communicating with Tact
Converting Adobe PDF Documents
Using Mail Merge to Create Form Letters and Emails
Creative Problem Solving for Work
NLRB Jurisdiction Guidance
Life IS a Series of Presentations: Inspire, Inform & Influence. Anytime. Anywhere.
NLRB in the Public Eye: The NLRB in the Media
Navigating the NLRB Public Site
Service Now
E-discovery
Developing Emotional Intelligence
New Features in Windows 7
New Features in Word 2007
New Features in Outlook 2007
New Features in Excel 2007
Offered Materials: An offer you may want to refuse

2011 Training Tuesdays

Managing Multiple Priorities.

Interview with Acting General Counsel Lafe Solomon.

Redacting documents using Adobe Acrobat.

Investigating Potential Alter Egos: What documents to ask for and how to review them.

Thrift Savings Plan: What is it and is it for me.

Looking behind Hoffman Plastic.

Insiders Guide to Surfing the New NLRB.gov.

Hot Topics in Ethics.

Protect Yourself When Using Social Media.

What's new in the Human Resources Branch.

To Google and Beyond.

Taming the Chaos in Your In Box.

What The Agency's Library Can Do For You.

Basic Excel.

The Change Cycle Adobe Acrobat Professional.

An Update on the GC Initiatives.

Facebook and the Board: Is there > something to "tweet" about?

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January 2011

Managing Multiple Priorities

Interview with Acting General Counsel Lafe Solomon

Managing Multiple Priorities

Interview with Acting General Counsel Lafe Solomon

February 2011

Redacting documents using Adobe Acrobat

Investigating Potential Alter Egos: What documents to ask for and how to review them

Redacting documents using Adobe Acrobat

Investigating Potential Alter Egos: What documents to ask for and how to review them

March 2011

Thrift Savings Plan: What is it and is it for me

Looking behind *Hoffman Plastic*

Thrift Savings Plan: What is it and is it for me

Looking behind *Hoffman Plastic*

April 2011

Insiders Guide to Surfing the New NLRB.gov

Hot Topics in Ethics

Insiders Guide to Surfing the New NLRB.gov

Hot Topics in Ethics

May 2011

Protect Yourself When Using Social Media

What's new in the Human Resources Branch

Protect Yourself When Using Social Media

What's new in the Human Resources Branch

June 2011

To Google and Beyond

Taming the Chaos in Your In Box

To Google and Beyond

Taming the Chaos in Your In Box

July 2011

What The Agency's Library Can Do For You

Basic Excel

What The Agency's Library Can Do For You

Basic Excel

August 2011

Change Management Speaker

Adobe Acrobat Professional

Change Management Speaker

Adobe Acrobat Professional

September 2011

An Update on the GC Initiatives

Facebook and the Board: Is there something to "tweet" about?

An Update on the GC Initiatives

Facebook and the Board: Is there something to "tweet" about?

Oct-11

Westlaw Refresher Training

Cleaning up Data Imported into Microsoft Excel

Westlaw Refresher Training

Cleaning up Data Imported into Microsoft Excel

Nov-11

Strategies for Organizing Your Time

Using Software to Manage Time

Strategies for Organizing Your Time

Using Software to Manage Time

Dec-11

NLRB Notice Posting

NLRB Notice Posting

Jan-12

Effective Communication

Communicating with Tact

Effective Communication

Communicating with Tact

Feb-12

Negotiation Skills (Convincing and Influencing)

Converting Adobe .PDF Documents

Negotiation Skills (Convincing and Influencing)

Converting Adobe .PDF Documents

Mar-12

Using Mail Merge to Create Form Letters and Emails

Creative Problem Solving for Work

Using Mail Merge to Create Form Letters and Emails

Creative Problem Solving for Work