

## Microsoft & Business Skills Premium Library

### Course Updates, July 2025

#### New Courses

Code	Title
UQMBB358	Business: AI Fluency - Intro to Prompts
UQMBB359	Business: Change Management for Strategic Initiatives
UQMBB360	Business: AI Fluency - Data Privacy
UQMBB361	Brain Bites - Developing Emotional Intelligence: Personal Competence
UQMBB362	Business: Root Cause Problem Solving
UQMBB363	Business: Drafting a Compelling Presentation
UQMBB364	Business: Giving Feedback
UQMBB365	Business: Managing Conflict: Team and Group Dynamics
UQMBB367	Business: Managing Conflict: Interpersonal Conflict
UQMBB372	Microsoft OneNote: Basics
UQMBB373	Brain Bites - Board of Directors: Responsibilities
UQMBB374	Microsoft 365: Copilot Chat and Agents
UQMBB375	Microsoft 365: Introduction (2025)
UQMBB376	Business: AI Fluency - Legal and Ethical Concerns

#### Updated Courses

Code	Title
UQMBB013	Excel for Project Management
UQMBB122	Excel: Data Analysis with PivotTables
UQMBB326	Business: Managing Conflict: Managing Self
UQMBB332	Microsoft Viva: Overview

## Updated Courses with Title Changes

Code	Updated Course Title	Former Title
UQMBB261	Brain Bites - Excel Dynamic Array Functions	Brain Bites - Excel Dynamic Array Functions
UQMBB287	Brain Bites - Microsoft Teams Meetings (2025)	Brain Bites - Microsoft Teams Meetings (2023)
UQMBB334	Business: Developing a High-Performance Mindset	Business: Achieving Big Success
UQMBB355	Brain Bites - Robert's Rules of Order (Conducting Meetings)	Brain Bites - Robert's Rules of Order

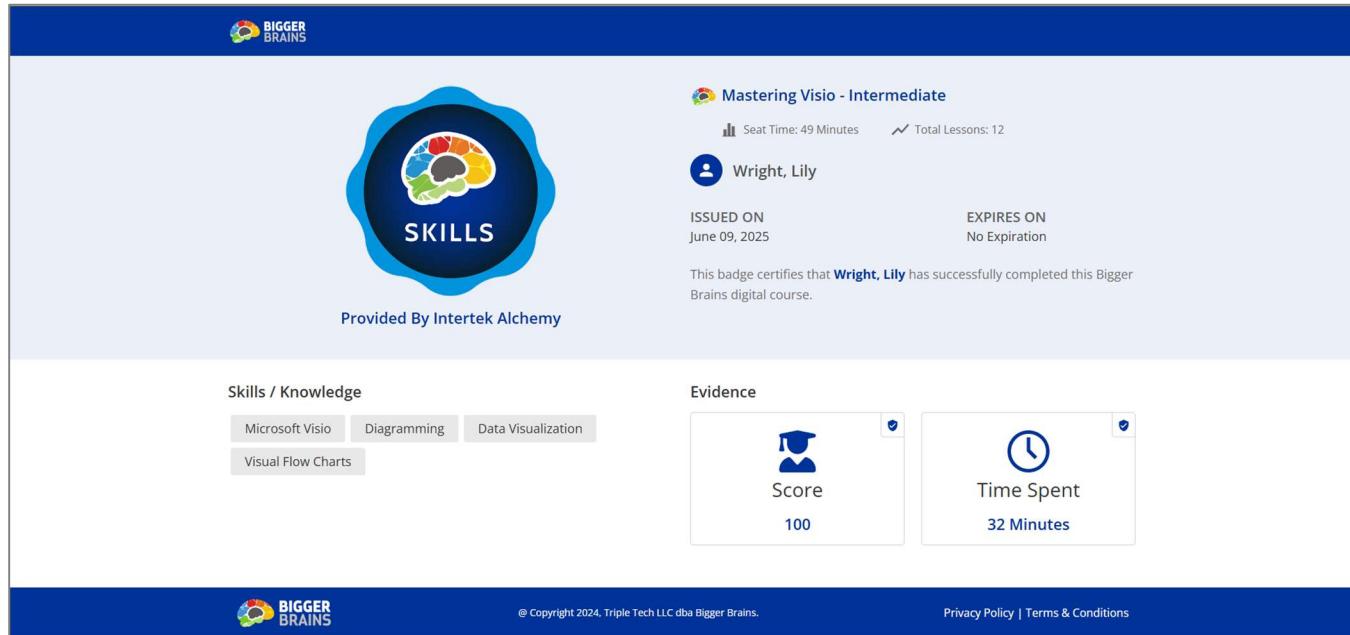
## Retiring Courses

We will retire the following courses on Wednesday, September 10<sup>th</sup>. Learning Plans will be affected, and we suggest a replacement course for you to use.

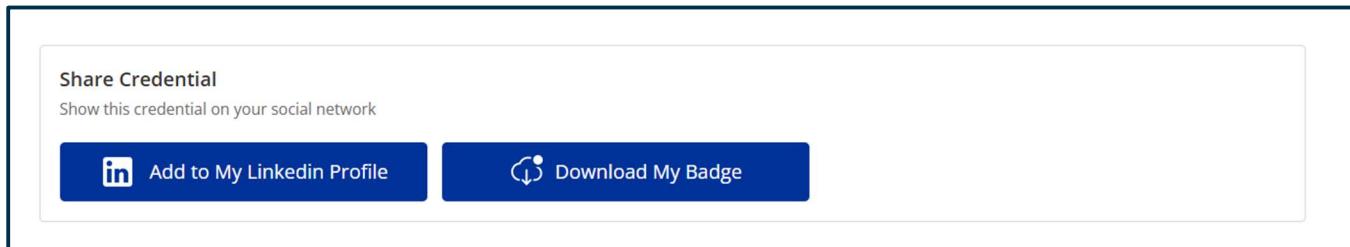
Retiring Courses	Replacement Courses
Excel 2019: What's New – UQMBB092	Excel 2019: Basics – UQMBB124
Outlook 2019: What's New – UQMBB091	Outlook 2019: Basics – UQMBB51
PowerPoint 2019: What's New – UQMBB144	PowerPoint 2019: Basics – UQMBB130
Word 2019: What's New – UQMBB145	Word 2019: Basics – UQMBB064
Microsoft 365: Introduction (2024) – UQMBB314	Microsoft 365: Introduction (2025) – UQMBB375

## New Digital Badging

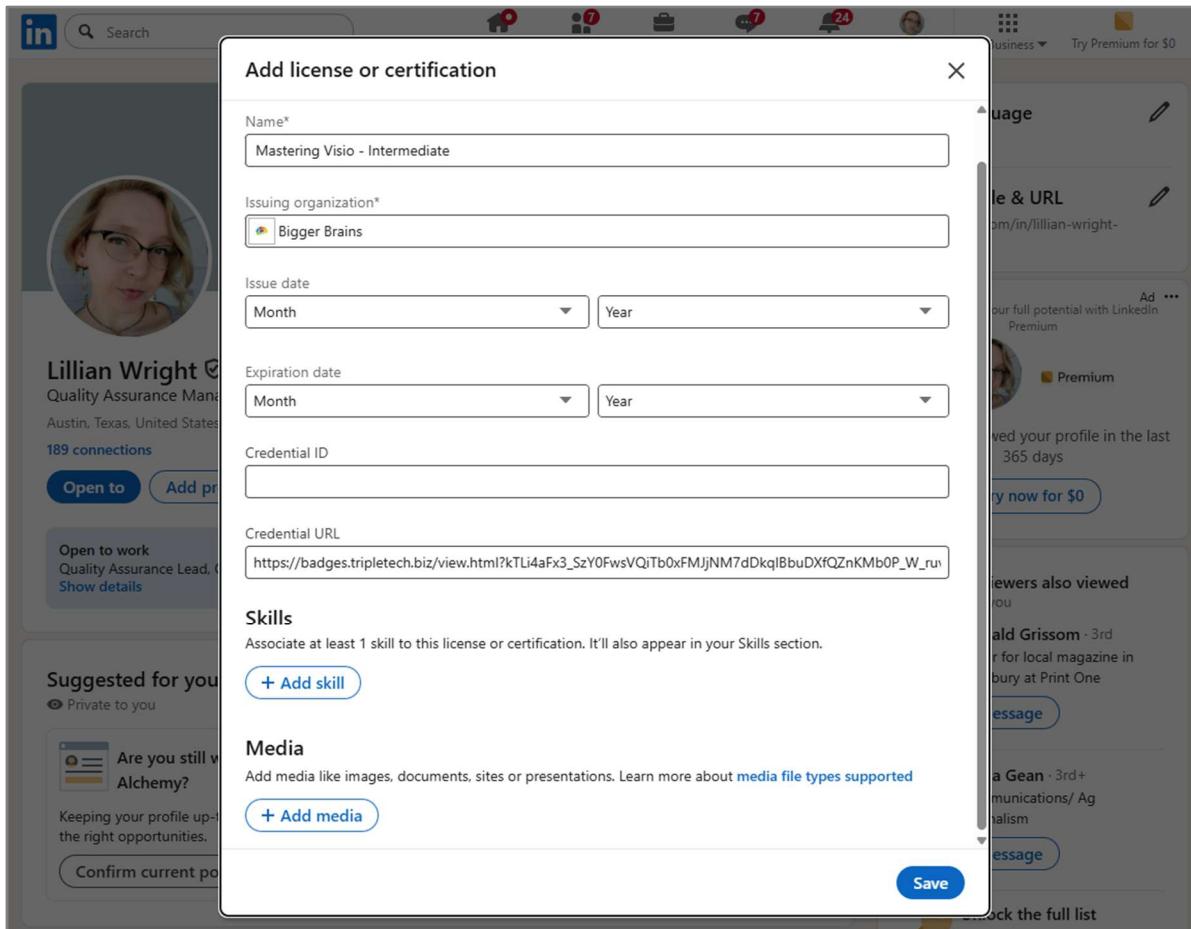
Here's a sample of the new digital badge a learner can access at the end of the course:



Just below this badge are the sharing buttons:



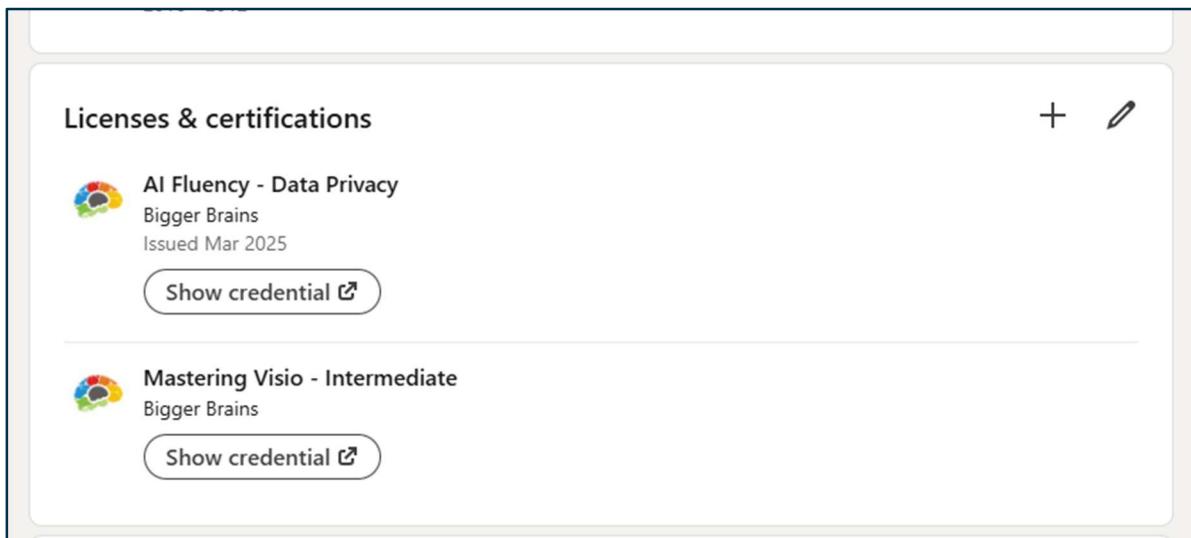
Using the LinkedIn button brings up this form on LinkedIn:



The screenshot shows the LinkedIn 'Add license or certification' form. The form fields are as follows:

- Name\***: Mastering Visio - Intermediate
- Issuing organization\***: Bigger Brains
- Issue date**: Month and Year dropdowns
- Expiration date**: Month and Year dropdowns
- Credential ID**: Text input field
- Credential URL**: URL: [https://badges.tripletech.biz/view.html?kTLi4aFx3\\_SzY0FwsVQiTb0xFMJjNM7dDkqIBbuDXfQZnKMb0P\\_W\\_ru](https://badges.tripletech.biz/view.html?kTLi4aFx3_SzY0FwsVQiTb0xFMJjNM7dDkqIBbuDXfQZnKMb0P_W_ru)
- Skills**: Associate at least 1 skill to this license or certification. It'll also appear in your Skills section. (+ Add skill)
- Media**: Add media like images, documents, sites or presentations. Learn more about [media file types supported](#). (+ Add media)
- Save**: Save button

The certification appears on LinkedIn like this:



The screenshot shows the LinkedIn profile of Lillian Wright, Quality Assurance Manager, Austin, Texas, United States. Her profile includes two added certifications:

- AI Fluency - Data Privacy** from Bigger Brains, Issued Mar 2025. [Show credential](#)
- Mastering Visio - Intermediate** from Bigger Brains. [Show credential](#)