Lucet™ | Employee Assistance Program

Grow your employees. *Grow your business.*

2025 Organizational Training

Whether your business already has training in place or needs to start from scratch, lean on Lucet's EAP to get your organizational development off the ground. The EAP offers a wide array of courses designed to improve people's personal and professional lives.

How to Use This Guide

Use this EAP Organizational Training Catalog to see what education is available to you. Then, talk with colleagues about what you think may best benefit your staff. When you're ready to schedule, go **online** or **contact us**. We're happy to help you put together training that provides development for your employees, and productivity for your business.

A Few Notes About Training

Organizational training is generally offered as part of your EAP contract or as an additional fee-for service option. Take a look at your EAP agreement or talk with your customer success manager to see the number of hours available to you. The majority of events are an hour long. Trainings offered at shorter or longer lengths have the length noted in the title. EAP training can be offered on its own, or you can combine it with efforts you're already planning. Talk with your customer success manager about how to make EAP training work best for you.

Convenient Virtual Training Delivery

Convenience and accessibility are key to effective learning. That's why the EAP offers trainings virtually, so no matter where they are, we can bring training to them.

We've created a virtual classroom to offer engaging online webinars on professional development, personal growth and health-related topics. Webinars are a great solution for companies with staff working remotely or in multiple locations. Optional attendance reports are available to help you monitor usage and understanding of the material. Captioning is also available for those who prefer it. Webinars can be recorded and made available after the session if requested in advance. We are also happy to work with you to use your own preferred webinar system.

Training is Delivered by *Experts*

To ensure your employees will have an engaging, helpful, interactive learning experience, the EAP offers experienced facilitators with extensive knowledge in **education, wellness, human resources and/or behavioral health**.

How to Request Training

Once you've checked out the course catalog and are ready to request training, please log on to the **EAP Manager Portal** at eap.lucethealth.com and select **"Request Training"** 4-6 weeks before you'd like to offer the event. If you have questions, please contact your customer success manager.

For custom training requests (content not listed in the catalog), please connect with your EAP customer success manager.

How to Reschedule or Cancel Training

To cancel or reschedule an event, please notify your customer success manager a minimum of two business days before the scheduled training. Training not cancelled at least two business days before the scheduled event may result in a penalty, with the exception of cancellation due to significant weather events. The last full day to cancel an event without penalty will be listed in the event confirmation email.

Your learning *starts here*

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Available Courses

What's New

Emotional Intelligence in Customer Service

Customer service roles are often some of the most emotionally taxing positions in an organization especially when dealing with emotional customers. In this session learn how emotional intelligence can help you to better manage stressful interactions for better outcomes.

Essential Leadership Skills

Become a more versatile and skilled leader by connecting with the fundamentals of powerful leadership. Assess your current strengths and challenges with the goal of enhancing your current skillset.

Finding Motivation

Knowing you need to do something and doing it are often two very different things. In this session we will review motivation, where it comes from, and how to generate it for yourself.

Managing Stress

In manageable quantities stress can be beneficial, however too much stress can be detrimental to our health and wellbeing. In this session we will identify symptoms of stress and learn strategies to minimize it.

Managing Up

All of us, at some point in our working lives, must manage a boss—and when we do it well, our working hours become less stressful and more productive. This workshop explores some common roadblocks and potential pitfalls to avoid. Participants will also learn practical techniques that will increase their effectiveness in managing up.

Navigating Challenging Workplace Conversations

Maintaining professionalism is of the utmost importance in the workplace, however when conversations get tough, and emotions run high that can be easier said than done. In this session we will review some techniques to navigate tough conversations while keeping your workplace relationships intact.

Parenting Tips for Blended Families

Parenting is one of the greatest challenges most people will face in their lives. Combining and parenting in a blended family can be even more so. In this session we will review some of the common challenges that come with blending families and review some tips to overcome them.

Preventing Employee Burnout

Employee burnout is one of the main causes of employee turnover and declining productivity. In this session learn how as a manager you can better support your employees to prevent burnout.

Supporting Employee Wellbeing

Positive employee wellbeing improves the overall health of a business. In this session learn how to support employee wellbeing for improved employee engagement and retention.

Supporting Employees with Personal Challenges (Available on-demand)

Everyone faces personal challenges at some point, and those challenges can follow people to work. In this abridged version of this topic we will review signs an employee may be struggling and how managers can offer support while addressing any performance issues.

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Available Courses

Family & Caregiving

Challenge of Being a Working Parent and Professional (Available on-demand)

How do we determine the right work/life balance for ourselves and our families? This session will explore the dual role of working parents and discuss some tips for effective parenting.

Emotional Wellbeing for Parents (Available to schedule live or on-demand)

Parenting is difficult. Change is constant, the days are long, and reality never looks like Pinterest. In this session, learn how to manage your expectations, treat yourself with kindness, and find confidence in doing the next right thing.

Parenting Tips for Blended Families

Parenting is one of the greatest challenges most people will face in their lives. Combining and parenting in a blended family can be even more so. In this session we will review some of the common challenges that come with blending families and review some tips to overcome them.

Sandwich Generation: Strategies for Multi-Generational Caregiving

The sandwich generation refers to those wedged between dual caregiving responsibilities of young and older dependents. This seminar will provide a better understanding of the financial and emotional impact on family and work, while helping to gain a better understanding of the needs of each generation. Participants will learn strategies to be more effective in their dual caregiving roles.

Self-Care for Caregivers (Available to schedule live or on-demand)

Caregiving is a demanding responsibility and often a full-time job. In this session learn more about how to develop the boundaries, resiliency, and self-care techniques that will help you care for yourself so you can care for others.

What to Look Out for as our Loved Ones Age

Those of us who have senior loved ones in our lives want to be sure they are well cared for. This Session will address some of the challenges elders face as they age, and solutions that we, as caregivers, can put into place from near or afar. We will discuss common eldercare issues and which eldercare systems can best address these concerns.

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Available Courses

Financial

Handling Financial Stress (Available on-demand)

A significant subset of Americans are living paycheck to paycheck right now, including many with six-figure incomes. Are you one of them? What can you do about it? This course focuses on concrete ways to stabilize and support your income, control your spending and plan for emergencies.

Tax Tips (Available on-demand)

This training will help you understand the secrets of reducing your taxable income, how to breakdown the federal tax reporting system and remove the mystery of the tax return. You will learn how to use deductions and exemptions to reduce your taxes. Discover simple changes to what you are already doing and the four strategies to save tax dollars.

Available Courses

Health & Wellness

Fitness Tips for Busy Professionals (Available on-demand)

As a busy professional, it can be difficult to find the time for fitness. The session will cover the importance of including fitness as part of your daily routine, tips to easily incorporate fitness into your existing schedule and how to construct workouts that can be completed in 30 minutes or less with NO equipment.

Learning about Headaches (Available on-demand)

If you or a family member is a headache sufferer, you know how headaches can disrupt your work and life. In this class, we are going to provide you with an overview of headache types, what causes them and helpful ways to prevent and eliminate them.

Mindful Eating (Available on-demand)

Habits of mindless eating are not easy to change. Learn how to pay attention to the experience of eating and drinking and its benefits inside and outside the body.

Sleep 101 (Available on-demand)

In this session, participants will learn the physical and mental benefits of a good night's sleep, how to establish daily habits that promote sleep and learn ways to improve one's sleep environment. We will also discuss techniques for relaxation and dealing with Insomnia. Special customized slides are available for sleep issues specifically affecting women.

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Available Courses

Management Essentials

Actively Managing Conflict

For a manager, being equipped to treat conflict as an asset instead of a liability is a true measure of leadership. In this session, supervisors acquire the essential tools, skills and processes to help them achieve healthy and responsive conflict resolution.

Building Strong Teams

It's no secret that high-performing companies have high-performing teams. How do you build such a team in your organization? Discover how feedback, ideas, and empowerment factor into building a strong team.

Curbing Rumors, Gossip, & Teasing Behavior

You set the tone for how people in your department treat one another. Learn how to set expectations and address behaviors that go too far when it comes to rumors and behaviors that create a hostile work environment.

Embracing Vulnerability

Vulnerability can be uncomfortable, and is often viewed as a weakness, but it can also be a tremendous strength. As a leader, learn how to embrace vulnerability to build strong trusting teams.

Emotional Intelligence for Managers

Emotional intelligence is essential to strong leadership. Learn the five key characteristics that will enhance your reputation as a well-balanced leader.

Essential Leadership Skills

Become a more versatile and skilled leader by connecting with the fundamentals of powerful leadership. Assess your current strengths and challenges with the goal of enhancing your current skillset.

Fostering Creativity

Creativity is a key element of innovation and growth. In this session, learn how to foster creativity in your team to innovate, enhance, and seize opportunities.

Fostering Good Mental Health in Leaders

The mental wellness of a leader is an integral component of overall performance. Leaders are faced with many responsibilities, which can impact mental health. This training will equip leaders with evidenced-based strategies for fostering good mental health.

Intimate Partner Violence Awareness for Management

Intimate Partner Violence occurs in every culture, country, age group and socio-economic level. In this session, learn the types of Intimate Partner Violence and their warning signs, as well as how employers can support employees who are affected by it.

Leading Employees Through Change

Change is inevitable in all organizations. Employees will handle change differently and rely on their leader to guide them through the process. Learn how to effectively support your team as they adjust.

Manager as Coach

Coaching empowers people to do their best work through collaboration, engagement, and growth. In this session, participants will learn the advantages of being a manager-coach and how this approach will help them develop productive, high performing, committed teams.

Managing with Flexibility

When facing change or uncertainty, one of the greatest traits a leader can have is flexibility. In this session, learn how to modify your style and approach to leadership to overcome challenges and achieve goals.

Mindfulness for Managers

Discover the power of a mindful leader and how to run a more effective organization. Diagnose problems with a deeper understanding and create solutions that are sustainable and more impactful long-term.

Preventing Employee Burnout

Employee burnout is one of the main causes of employee turnover and declining productivity. In this session learn how as a manager you can better support your employees to prevent burnout.

Providing Effective Feedback

Giving employees feedback is essential in a leadership role, but many struggle with the confidence to do it. In this session we will examine methods for improving communication and clarity between managers and employees.

Shaping your Workplace Culture

An organization's culture is a key factor in its success. In this session, learn how to build, maintain, and change, your workplace culture

Stress Management for Managers

Managers are constantly being pulled in different directions and have high accountability for how their team functions. These realities can lead to cumulative stress. Receive information on the stress cycle, and its impact on health and work. Explore methods for stress recognition and management that you can apply immediately.

Supporting Employee Wellbeing

Positive employee wellbeing improves the overall health of a business. In this session learn how to support employee wellbeing for improved employee engagement and retention.

Supporting Employees with Personal Challenges

Everyone faces personal challenges at some point, and those challenges can follow people to work. In this session we will review strategies to support employees dealing with mental health issues, substance use, grief and loss, etc.

Supporting Employees with Personal Challenges (Available on-demand)

Everyone faces personal challenges at some point, and those challenges can follow people to work. In this abridged version of this topic we will review signs an employee is facing challenges and how managers can offer support while addressing any performance issues.

Transgender Awareness & Sensitivity for Leaders

Supporting employees who are transgender is an emerging necessity in business culture. A workplace transition can be challenging if a trans employee's manager is not sure how to manage the process. Leave this training with awareness of transgender individuals and a heightened awareness of workplace inclusion and protection strategies.

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Available Courses

Office Development

Diversity And Inclusion

Organizations are infinitely more diverse today, spanning multiple generations, ethnicities and cultural backgrounds. To be successful in today's world and navigate this broad landscape effectively, we must develop an appreciation of these differences and learn how to engage with various cultures in a meaningful way. This training brings insight and clarity to the multiple layers of diversity that coexist within organizations and our world. Join us for an engaging exchange where we will examine:

- The effect of culture
- The dimensions of cultural awareness and generational factors
- How cultures differ
- Sources of intercultural misunderstanding
- How diversity inclusion fosters success

Drug and Alcohol Awareness

Drugs and alcohol awareness training in the workplace is a valuable tool to provide education and maintain safety standards. The EAP provides a variety of presentations to help fit your need.

- DOT Drug and Alcohol Awareness – **Supervisory Training** (2 hours)
- Reasonable Suspicion – Identifying Impaired Employee – **Supervisory Training**
- Drug-Free Workplace – **Employee Training**

Harassment Training

Training on harassment and sexual harassment is vital to protecting both employers and employees. To assist your organization in enforcing a zero-tolerance policy, the EAP offers both management and employee focused trainings on sexual harassment and general harassment for use based on your specific needs and requirements.

Sexual Harassment Prevention – **Supervisory Training**
Sexual Harassment Prevention – **Employee Training**
Preventing Employee Harassment – **Employee Training**
Handling Harassment – **Supervisory Training**

Respect at Work

Everyone deserves to be treated with dignity, respect and kindness, whether they are the CEO, intern or newest recruit. This seminar helps us understand why good people often behave badly. With a diverse work group, we are challenged to be sensitive to others' perceptions. Participants in this session will learn the root causes of offensive behaviors, identify behaviors that happen at work; create a list of rules to live by, and commit to working on one thing that they can do to improve.

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Available Courses

Personal Development

Becoming an Effective Stress Manager (Available on-demand)

Multiple studies suggest that stress negatively affects people's health and can take a heavy toll on the mind and body if left unchecked. This program helps employees recognize stress symptoms and learn strategies to minimize its disruptive impact.

Blocking Burnout

Learn how to detect burnout triggers and discover ways to regain enthusiasm at work and at home by becoming more conscious of your needs and motivators.

Bringing Mindfulness into Your Life

Mindfulness practices are shown to reduce stress and provide a variety of benefits to an individual's mental health. In this session learn how mindfulness techniques can be used in everyday life for a more present and intentional existence

Building Empathy

Empathy is the ability to understand and share the feelings of another. In this session learn how to start with empathy as you interact with others and how it can help you build and strengthen your relationships.

Choosing Kindness

A little bit of kindness can go a long way, but it isn't always easy. Kindness is a also skill that can be developed. In this session to we will review some tips to lead a kinder life.

Communicating Effectively

Communication can be difficult and messy. We forget that our feelings play a part in how messages are delivered, received, and processed. In this session learn more about how interpretation can change meaning and how to help ensure that what you say is what others hear.

Coping with Loss in Life

All human beings are impacted by loss and grief, which can be a scary and painful time. Understanding what you and others are experiencing when grieving will be discussed, along with coping resources to utilize during times of loss.

Cultivating Calm (Available to schedule live or on-demand)

In today's world feeling stressed, pressured, and chaotic can seem like the norm, but it doesn't have to be. We can develop the capacity for peace, serenity and calm. In this session learn how to develop habits that will help you find calm in your life.

Cultivating Happiness Within Yourself (Available to schedule live or on-demand)

Ever wonder how the principle of happiness works? Start believing that your happiness is more connected to you and your behaviors more than any other circumstances. Learn simple yet powerful tips and start learning how to cultivate happiness within yourself.

Deep Cleaning Your Life

Life is a complicated web of stuff, places, people, and responsibilities. How often do you stop and really look at the elements of your life? In this session learn how to take the principles of "Spring Cleaning" and apply them to your whole life year round.

Depression - Helping Yourself and Others

Depression is prevalent in our society; help and understanding is always needed. This valuable program helps participants get past the stigma to find real solutions. They learn how to recognize symptoms of depression and discover ways to help themselves and others.

Embracing Change

While sometimes exciting, change can also bring about uncertainty, discomfort and fear. In this session learn strategies for dealing with change to take yourself from surviving change to thriving in it.

Embracing Conflict

Conflict is a part of life, and while it can be a source of stress that we would rather avoid, it can also be an opportunity. In this session learn skills to give you the confidence to embrace conflict when it is productive and manage it when it's not.

Emotional Intelligence for Life

When it comes to happiness and success, emotional intelligence (EQ) is just as important as intellectual ability (IQ). Learn how to build stronger relationships, connect to your feelings, and make informed decisions.

Finding Focus

Focus can be an elusive thing. Multitasking, procrastination, and distractions make it difficult for us to send all our attention in one direction. The good news is focus is a skill that can be developed. In this session, we will teach you some tricks to help you overcome common focus barriers.

Finding Motivation

Knowing you need to do something and doing it are often two very different things. In this session we will review motivation, where it comes from, and how to generate it for yourself.

Fundamentals of Mental Health

Mental health is an integral component of overall functioning and wellness. How strong is your mental health? Learn about the fundamentals of mental health, along with proven methods for enhancing your mental health.

Goal Setting Strategies

Having goals is one thing, achieving them is another. In this session learn how to set goals you can reach and develop strategies for ongoing success.

Having a Healthy Relationship with Your Smartphone (Available on-demand)

It's no secret that we are surrounded by technology – and temptations to immerse ourselves in constant screen time are real. in this session explore the role of smartphones in everyday life and discover strategies to have a health relationship with your smartphone and technology.

Intimate Partner Violence Awareness

Intimate Partner Violence occurs in every culture, country, age group and socio-economic level. In this session, learn the types of Intimate Partner Violence and their warning signs, as well as learning more about the resources available to those affected by it.

Languishing and Flourishing (Available to schedule live or on-demand)

If you've ever felt lackluster, disconnected, or just blah, you may have experienced languishing. In this session learn more about languishing, how to identify it and some techniques to pull yourself back towards thriving.

Managing Holiday Stress (Available to schedule live or on-demand)

While the holidays are seen as a time of joy and celebration, they can also be a time of tremendous stress. In this session learn some strategies better manage holiday stress and get more of out of what the holidays mean to you.

Managing Stress

In manageable quantities stress can be beneficial, however too much stress can be detrimental to our health and wellbeing. In this session we will identify symptoms of stress and learn strategies to minimize it.

Managing your Mental Health

Mental health is impacted by a wide variety of factors, from major mental health issues to everyday life. In this session we will review common impacts on mental health tips to manage them and signs you may want to seek help.

Preventing Burnout (Available on-demand)

Burnout can sneak up on anyone. In this session revie the signs and symptoms of burnout and some tips to manage and prevent it.

Prioritizing Self

"You cannot pour from an empty cup." Many of us spend most of our time giving ourselves to family, friends, and employers, making it easy to forget to take care of yourself. In this session learn about the importance of prioritizing and taking care of yourself so you can show up for those in your life.

Strategies to Manage Anxiety

Anxiety can be an occasional visitor for some people, or a long-term guest for others. Research shows that most anxiety is best managed with behavior intervention. This training will empower individuals to assess their personal anxiety and integrate specific behavior practices to increase relaxation and calm.

Successfully Navigating Change (Available on-demand)

Many adults struggle with the reality of change inside and outside of work. Examine your responses to change and improve the ways you navigate uncertainty.

Suicide Awareness

Suicide is a serious public health issue that affects people of all ages and from all walks of life. Learn how to identify early warning signs of suicide and support those who are at risk, this training provides guidance on how to respond proactively and proficiently.

Supporting Others Through Mental Health Struggles

Watching someone you know struggle with their mental health can leave you feeling helpless. In this session learn how to approach and support someone who is struggling to help them find their way while still taking care of yourself.

Taking the High Road: Kindness and Civility

We all want to come to work and be treated with kindness and respect. A kind workplace leads to reduced stress, increase morale, and better business outcomes. Discover methods of strengthening your civility muscle to enhance your level of kindness and respect in interpersonal relationships.

The Art of Listening

Listening is the foundation of conversation, and a skill that requires practice. In this session, learn how to listen actively and respond thoughtfully for better communication and understanding.

The Many Faces of Mental Health

One in five adults experiences a mental health condition every year, yet being diagnosed with a mental health condition can be stigmatizing still. In this seminar, we will review what impacts ones mental health, signs and symptoms and what you can do if you or if someone you know may be symptomatic. Being stigmatized can prevent those who need support and resources from seeking the help they need. This seminar will discuss what you can do to help de-stigmatizing mental health and illness, how to recognize if someone may need help and how to have the right supportive attitude.

The Power of Laughter

Everyone knows laughing makes you feel good, but it's benefits go beyond that. In this session explore the energizing power of laughter and learn to approach life with a little more humor.

The Road to Resiliency (Available on-demand)

In this session, participants increase their personal resiliency resources. By exploring four keys to resiliency – nutrition, exercise, stress management and social connections – they outline strategies for successful change and develop skills to help them bounce back during stressful times.

Thriving in Uncertainty (Available to schedule live or on-demand)

The unknown is a scary thing. It can be difficult to plan or figure out what to do next. In this session, learn how to embrace uncertainty and navigate it with poise and resiliency.

Tuning Out Technology

Technology has made its way into nearly every aspect of our lives, and many of us spend our entire day staring at screens. In this session learn more about the effects of screen time and how to develop better digital hygiene.

Understanding Depression (Available on-demand)

Depression is prevalent in our society; help and understanding is always needed. In this session will review symptoms of depression, its treatments, and some support options.

Work-life Harmony (Available to schedule live or on-demand)

Our lives are busy, and different responsibilities can pull us in many directions. In this season learn how to flow with those responsibilities to find the harmony and happiness in your life.

Available Courses

Professional Development

Communicating Professionally

Participants learn how to present information and interact with others more professionally by improving essential elements of communication: awareness, listening, presence, voice and physical expressiveness.

Compassion Fatigue

Compassion fatigue is the emotional and physical wearing down that takes place when helping professionals are unable to refuel and renew. It can affect a variety of professions in many ways. Lucet offers versions of this material specific to HR professionals or volunteers and individuals working in occupations where tragedy is a regular occurrence such as in the medical or law enforcement fields.

- Compassion Fatigue - Traumatic Occupations
- Compassion Fatigue - Volunteers
- Compassion Fatigue - Human Resources
- Creating a Positive Professional Work Environment

Creating a Positive Professional Work Environment

This seminar defines what it means to be a professional and identifies standards and expectations of acceptable, professional workplace behavior. You will gain a deeper understanding of your roles and responsibilities within the context of creating a positive work climate. This session will explore the detrimental effects of behaviors such as teasing, bullying, rumors, and gossip, as well as when these behaviors cross the line and become harassment. You will learn to take appropriate action when encountering objectionable behavior in the workplace.

Dealing with Difficult Coworkers

Uncover your triggers, understand why certain personalities can be difficult to work with professionally and create practical strategies for dealing with the situations.

Emotional Intelligence in Customer Service

Customer service roles are often some of the most emotionally taxing positions in an organization especially when dealing with emotional customers. In this session learn how emotional intelligence can help you to better manage stressful interactions for better outcomes.

Healthy Workplace Boundaries

With so much time spent at work, and many of us working out of our home, the lines between personal and professional life can get blurry. In the session learn how to better define and support the boundaries between your work and home life for a healthier relationships with both.

Managing Up

All of us, at some point in our working lives, must manage a boss—and when we do it well, our working hours become less stressful and more productive. This workshop explores some common roadblocks and potential pitfalls to avoid. Participants will also learn practical techniques that will increase their effectiveness in managing up.

Navigating Challenging Workplace Conversations

Maintaining professionalism is of the utmost importance in the workplace, however when conversations get tough, and emotions run high that can be easier said than done. In this session we will review some techniques to navigate tough conversations while keeping your workplace relationships intact.

Teamwork Strategies

In any endeavor where multiple people have impact on the result, strong teamwork is the key to success. In this session learn more about the individual skills that make for a strong team member and how to apply those skills both at work and in life.

The Importance of an LGBTQ+ Inclusive Workplace

All employees deserve to be treated with respect and included in the workplace. This is especially true when considering LGBTQ+ individuals. Developing strategies to understand and respect diversity in coworkers will be addressed.

Live Webinars

In addition to organizational training, EAP offers free monthly webinars for you and your staff, tailored to employee and management audiences. Log in to eap.lucethealth.com and check out our webinar center for dates and times of the live webinars and registration. Check out the dates and times for the live webinars and plan to register online. Recordings will post after the event.

Pre-recorded Webinars

Finding common time on everyone's calendar can be tricky, which is why we offer self-directed online training – an easy way to work educational learning into busy schedules. These programs allow employees to access video presentations on a variety of relevant topics whenever it's convenient. For more information log in to eap.lucethealth.com and check out our webinar center.

Visit eap.lucethealth.com to download dozens of webinars on additional topics such as reducing clutter, tax saving strategies, focusing on what matters, managing burnout and more.

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