

ONLINE COURSES

MANAGEMENT and LEADERSHIP

Master the fundamentals of business, supervision, leadership, communication, and more! Sharpen your skills, or learn new ones with our instructor-moderated courses.



COURSE FEATURES:

- 100% Online
- 24/7 Access

- 6-Week instructor-moderated or 3-month self-guided formats

- Learn from industry experts
- Receive a certificate of completion

Achieving Success with Difficult People

Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.

Building Teams that Work

Explore communication techniques and problem-solving skills that will help you get your team on track in no time.

Fundamentals of Supervision and Management

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

Fundamentals of Supervision and Management II

Master the basics of communicating effectively, and learn tools for developing your own interpersonal skills.

Individual Excellence

Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity.

Interpersonal Communication

Become aware of the conscious and unconscious codes of meaning we send when communicating with others.

Introduction to Business Analysis

Learn powerful techniques to improve your decision-making skills at work.

Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation.

Leadership

Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

Leadership Suite

- Achieving Success with Difficult People
- Leadership
- Building Teams That Work
- Skills for Making Great Decisions

Managing Remote Teams

This course is your secret weapon to becoming a star manager leading a superstar team in this different, remote and socially distanced world.

Mastery of Business Fundamentals

Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program.

New Manager Suite

- Fundamentals of Supervision and Management
- Fundamentals of Supervision and Management II

Persuasive Communication

Learn communication skills in order to improve your communication effectiveness.

Soft Skills Suite

- Achieving Success with Difficult People
- Leadership
- Building Teams That Work
- Interpersonal Communication
- Skills for Making Great Decisions
- Individual Excellence

Supervisor Suite

- Employment Law Fundamentals
- Fundamentals of Supervision and Management
- Fundamentals of Supervision and Management II

Supervision and Management Series

- Fundamentals of Supervision and Management I
- Fundamentals of Supervision and Management II

Talent and Performance Management

Learn key issues facing organizations and their ability to attract and retain top talent in order to compete in a global marketplace.

To learn more visit: