



The Leadership Series offers six categories with sixty-two 5-Minute online “Power Courses” that help you become a more effective leader. Not sure where to begin? Go to “*Start Here*” to discover five courses that will get you started on the right path. After you complete these five courses select the ones in the order that best fits your needs.

Start Here *(5 Courses To Get You On The Right Path)*

Responsibility And Accountability
See The Person, Not The Problem
Move Forward Or Get Out Of The Way
Making “Smart” Goals
Trusting Leadership

Conflict Management

Analyzing And Observing Expressions
Art Of Negotiation
Crisis Management
Diligently Debating
Don't Let Ambiguity Confuse You
Effective Arguing
Handeling Bad Moutingh On The Job
Houston, We Have A Problem
Let's Negotiate
Mediation And Negotiation
See The Person, Not The Problem
Working It Out
Workplace Violence

Decision Making

Deadline Pressure
Decision Trees
Delegate Responsibilities? No Way!
Identifying Training Needs To Avoid The Skills Gap
Key Performance Measures
Making Smart Goals
Managing Expecations
Multi-Tasking

Managing Yourself

Capitalizing On Organization
Go With The Flow
Help! I'm So Burned Out
Help! I'm Drowning In My Own “Stuff”
I Didn't Say That
I'm A Ticking Time Bomb
Less Is More
Ouch, That Hurts! What Are My Emotional Band Aids
Peer To Boss, Now What?

Tactfulness

That's Not What I Expected
Time Management For Supervisors
Why Can't Everybody Be Just Like Me?

Team Building

Are You Listening?
Becoming A Better Listener
Cultivate Resilience
Empathy, A Positive Emotion
Excel With Diverse Teams
Giving Instructions
Hit The Ground Running
Is Everyone Clear?
Managing Team Dynamics
Motivate The Team
Smooth Sailing In Changing Waters
Triumph Every Time Being People Smart
Trusting Leadership
What's Your Call To Action?

Upskilling Your Management Style

Coaching Management, Positive Results
Critical Observation
Delegation Works
Disability Awareness
Effectively Multi-Task
Expect The Unexpected
Facilitator Role And Characteristics, Part 1
Facilitation, Part 2
Keep The Meeting Moving
Providing Feedback For Performance Improvement
Set The Direction On Your Next Presentation
Treat Employees Like Customers?
Winning With Strategic Hiring
Wow Your Stakeholders