2018-19 CLASS SCHEDULE

AUG 2018
7  PMP® Exam Facilitated Study
8  Projecting Credibility: Build Your Personal Brand and Influence in the Workplace •
9  Fundamentals of Project Management
14 Make Yourself Indispensable: Create Opportunity by Taking Initiative and Risks •
30 Emotional Intelligence •

SEP 2018
6  Project Management: Practical Application
12 Beyond Conflict Management •
18 Working with Difficult People •
25 How to Stay Focused in Stressful Times •

OCT 2018
2  The Art of Feedback: How to Build and Deliver Your Message •
10 Time Management: Boost Your Productivity •
16 Multimedia Writing •
25 NEW Developing Essential Critical Thinking Skills •

NOV 2018
1  NEW Developing High-Performing Work Teams •
13 Professional Speaking •
27 Effective Management for Supervisors •

DEC 2018
5  Email and Digital Etiquette
10 Fundamentals of Project Management •
11 Becoming an Extraordinary and Effective Problem Solver •

JAN 2019
30 Grant Writing Fundamentals •

FEB 2019
7  How to Avoid Being a Dysfunctional Leader •
7  Fundamentals of Project Management
12 PMP® Exam Facilitated Study
12 Tactful Conversations •
20 Business Writing •
27 Working with Difficult People •

MAR 2019
5  Finding Focus in Chaos: Balancing Priorities •
7  Project Management: Practical Application
12 Becoming an Extraordinary and Effective Problem Solver •
21 NEW Talk Like a Leader
26 Find Your Strengths: Leveraging What You Do Best •

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• This program is valid for 6.5 PDCs for the SHRM-CP® or SHRM-SCP®.
• Program pre-approved for credit by the HR Certification Institute.
APR 2019
11 Emotional Intelligence ••
16 NEW Motivating Employees to Be Their Best
24 Leading Others Through Organizational Change ••

MAY 2019
7 The PROACTIVE Communicator ••
15 NEW Productive Work Habits: Making the Most of Your Work Day
23 Developing Essential Critical Thinking Skills ••

JUN 2019
3 Fundamentals of Project Management
6 Developmental Coaching •
11 NEW Effective Listening Skills
17 Project Management: Practical Application
19 How to Make Yourself Indispensable •
25 NEW America’s Customer Service Disaster - An Opportunity to Rise Above the Crowd

JUL 2019
17 NEW Systems Thinking: Solving Problems So They Stay Solved
23 NEW Staying Power: A Manager’s Guide to Keeping Employees Longer ••
30 The Art of Feedback ••
31 Grant Writing Certificate: Application Development and Funding •

AUG 2019
6 PMP® Exam Facilitated Study
6 Effective Management for Supervisors ••
8 Fundamentals of Project Management
13 NEW Analytical Thinking Skills: The Foundation of Data Based Decision Making
21 Projecting Credibility: Build Your Personal Brand and Influence in the Workplace •
27 How to Stay Focused in Stressful Times •

SEP 2019
5 Project Management: Practical Application
5 Research Grant Writing
10 Becoming an Extraordinary and Effective Problem Solver ••
18 NEW Super Manager! Be the Boss Everyone Wants to Work For
26 Working with Difficult People ••

OCT 2019
1 Professional Speaking ••
9 Sharpen Your Business Acumen •
17 Time Management: Boost Your Productivity •
22 Developing High-Performing Work Teams ••
30 Beyond Conflict Management ••

NOV 2019
6 Emotional Intelligence ••
12 Performance Management •
20 Everyday Technical Writing for Hesitant Writers •

40% of employees say changing skills requirements will have the biggest impact on their job over the next 5 years.

UDEMY 2017 SKILLS GAP REPORT

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