

Leadership Development – 1 hour 45 minutes Total

Learning to Lead - 34 minutes

Leaders are not born; they have the courage and commitment to lead. In this course, you will learn about the importance of leadership in increasing employee efficiency and advancing the company vision as well as the mindset and skills that are required to grow as a leader.

Leadership and Influence - 24 minutes

Being a leader does not mean you are influential. You may have employees who report to you, but you may not be influencing them. This course is designed to show you how to be influential as a leader. You will learn what influence as a leader looks like, techniques you can use to be influential, and how to avoid being manipulative when influencing.

Delegation and Management - 24 minutes

Delegating can make your life easier as a manager. That's only true if you delegate effectively. This course on Delegation and Management will teach you how you can delegate effectively and get the most out of your team. You will learn the benefits and challenges of delegation, when, what and who to delegate to, and how to monitor the progress of the task.

Personal Effectiveness - 22 minutes

To be the best version of yourself, you need to be personally effective. But how can you do that? It starts with knowing your strengths and weaknesses. This course will help you identify those, work on improving your weaknesses and move closer to being personally effective.