

## iSolved Learn Pro Course Listing

Course	Format
Business Skills	
4 Ways to Enhance Your Career	
9 Easy Ways To Be Smarter Every Day	<i>®</i>
A Guide for Healthy Communications: Winning at Work	<i>®</i>
A True Example of Positive Focus	<b>P</b>
Being a Great Mentor or Mentee	
Being Truthful About Tough Messages	<b>P</b>
Building Strategic Relationships	
Business Etiquette: Using Email Professionally	<b>P</b>
Career Resilience	<b>P</b>
Creating a Powerful Resume	<b>P</b>
Creating Accountability	
Cutting Edge Communication: Handling Anyone Difficult	<b>₽</b>
Dealing with Stress at Work	<b>₽</b>
Decision-Making: Financial Understanding Financial Decisions (Part 1 of 9)	<b>P</b>
Decision-Making: Financial Key Terms in Financial Analysis (Part 2 of 9)	8
Decision-Making: Financial Amounts and Costs (Part 3 of 9)	<i>P</i>
Decision-Making: Financial Time Value of Money (Part 4 of 9)	<b>P</b>
Decision-Making: Financial Cash Flow Is King (Part 5 of 9)	<b>₽</b>
Decision-Making: Financial Payback Method (Part 6 of 9)	<b>₽</b>
Decision-Making: Financial Net Present Value Method (Part 7 of 9)	<b>₽</b>
Decision-Making: Financial Return on Investment Method (Part 8 of 9)	<b>₽</b>
Decision-Making: Financial Advanced Financial Decision-Making (Part 9 of 9)	<b>₽</b>
Embracing Change	<b>₽</b>
Ethics For Employees	
Ethics for Managers	
Finding Common Ground	<i>P</i>
Listen Up People	
Managing Project Constraints	ø
Mastering Project Management: Project Management Fundamentals	
People Matter! Beginning with Respect	₽ .
Performance Excellence - Introduction	
Performance Excellence - Fundamentals of Customer Service	
Performance Excellence - Customer Service Communication Skills	
Planning Your Week	<b>₽</b>



Course	Format
Preparing for My Appraisal	e de la companya del companya de la companya del companya de la co
Prioritizing Project Work	<i>(</i> *)
Project Management Fundamentals: Characteristics of Projects	•
Project Management Fundamentals: Project Management Introduction	<b>₽</b>
Project Management Fundamentals: Stakeholder Analysis Alternatives	ø.
Project Management Fundamentals: The Five Processes of Project Management	ø*
Project Management Fundamentals: The Project Management Life Cycle Model	ø <sup>3</sup>
Project Management Fundamentals: The Stakeholder Analysis Matrix	ø <sup>3</sup>
Project Management Fundamentals: Types of Project Stakeholders	ø <sup>3</sup>
Project Ranking Method	ø <sup>3</sup>
Setting and Managing Priorities	
Stop Procrastinating	<b>₽</b>
Time Management: Creating Extra Time	d <sup>*</sup>
Time Management: Getting Organized	d <sup>*</sup>
Time Management: Managing the Time of Your Life Part I	₽ .
Time Management: Managing the Time of Your Life Part II	<b>₽</b>
Time Management: Prioritize Your Tasks	Ø.
Time Management: Working More Efficiently	Ø.
Using Emotional Intelligence	
HR Compliance	
Active Shooter & Workplace Violence	
Active Shooter: Surviving an Attack	Ø.
Bullying & Other Disruptive Behavior: for Employees	<b>₽</b>
Bullying 101: Employee Version	Ø.
Bullying 101: Manager Version	Ø.
Conflict Resolution Episode 1: The Loudest Person Wins!	ø
Diversity: Seeking Commonality - Employee Version	
Diversity: Seeking Commonality - Manager Version	
HIPAA: The Basics	
HR Law for Managers	
LGBT+ Equality in the Workplace	<b>₽</b>
Performance Appraisals	
Preventing Harassment in Industry Concise	<b>*</b>
Preventing Harassment in the Office Concise	<b>₽</b>
Preventing Sexual Harassment: for Employees	ø
Stop Sexual Harassment Now: Employee Version	
Stop Sexual Harassment Now: Supervisor Version	
Understanding Workplace Substance Abuse for Employees	
Understanding Workplace Substance Abuse for Managers	
Industry Specific	
HIPAA: The Security Rule Intermediate	



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## Information Technology / Cyber Security

Cyber Security Awareness	
Leadership and Management	
4 Ways to Boost Your Leadership Skills	
Dealing with Difficult People - Introduction	<b>₽</b>
Dealing with Difficult People - Part 1: Pinpointing Your Triggers	<b>₽</b>
Developing B-Players into Top Performers	
Disagreements at Work	
Emerging Leaders Episode 1: Everyone Judges a Book By Its Cover	<b>A</b>
Emerging Leaders Episode 2: Give It 20%	
Emerging Leaders Episode 3: You're Going to Faila Lot!	
Emerging Leaders Episode 4: Who Left the Door Open?	
Emerging Leaders Episode 5: The Danger of Too Much Fraternizing With Your Employees	
Emerging Leaders Episode 6: A Terrible (And Terribly Common) Way to Motivate Others	<b>A</b> *
Leadership Best Practices - Introduction: How to Develop Your Own Leadership Style	<b>#</b> *
Leadership Fundamentals	
Leading More with Less	
Leveraging the Power of Generations Episode 1: Establishing the Playing Field	
Leveraging the Power of Generations Episode 2: Choosing Sides	ø*
Leveraging the Power of Generations Episode 3: Advancement is a Process	<b>₽</b>
Leveraging the Power of Generations Episode 4: Advancement Never Stops	ø*
Leveraging the Power of Generations Episode 5: If You Don't Slow Down We're Going to Crash	ø*
Leveraging the Power of Generations Episode 6: Why All Age Groups Should Continue Learning	
Leveraging the Power of Generations Episode 7: Finding Common Ground	ø*
Managing Me	Ø*
Succession Planning	
Supervisor Fundamentals	
The Power of Teamwork Inspired by The Blue Angels	Ø <sup>3</sup>
Using the Discipline Process	
Would I Follow Me?	
Sales and Service	
Acknowledge - Make Customers Your Top Priority	<b>A</b>
Act - Customer Service is All About Solving Problems	<b>A</b>
Customer Service Episode 1: A Tale of Two Businesses	<b>A</b>
Customer Service Episode 2: Pay Attention to Your Environment	d <sup>a</sup>
Customer Service Episode 3: Little Things Matter	d <sup>a</sup>
Customer Service Episode 4: Your Wait Time is ApproximatelyForever	ø*
Customer Service Episode 5: Customer Service 101: The Basics of Bad Customer Service	
Customer Service Episode 6: A Playful Way to Annoy Your Customers	d <sup>a</sup>
Customer Service Episode 7: Dealing with Irate Customers	d <sup>a</sup>



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