

Program Title	Day(s)	Trainers	Class	Category	Exec	Mgr	Supervisor	Individual
Achieving Results with Stakeholders	1-Day	One	20	Professional Develop	Sales			X
Balanced Negotiation	1-Day	Two	18	Sales				
Business Correspondence	1-Day	One	18	Communication			X	X
Conducting Appraisal Meetings	1-Day	Two	20	Management		X	X	
Conflict Resolution Strategies	1-Day	Two	20	Communication		X	X	X
Core Leadership Skills	5-Day	Two	20	Leadership		X	X	
Creativity & Innovation	2-Day	Two	16	Management		X	X	X
Documenting Performance	1-Day	One	20	Management		X	X	
Leadership Mastery	3-Day	Two	14	Leadership	X	X	X	
Leadership Mastery Simulation	1-Day	Two	14	Leadership		X	X	
Leadership for Law Enforcement	1-Day	Two	20	Leadership		X	X	
Manager as Mentor & Coach	2-Day	Two	20	Management		X	X	
Manager as Mentor & Coach	3-Day	Two	20	Management		X	X	
Managing Behavior Styles	1-Day	Two	20	Management	Sales	X	X	X
Managing Behavior Styles	2-Day	Two	20	Management	Sales	X	X	X
Powerful Presentation Skills	2-Day	Two	12	Communication	Sales	X	X	X
Professional Presence	1-Day	One	12	Professional Development	Sales	X	X	X
Respect First: Workplace Harassment Prevention	1/2 Day	Two	25	Professional Development		X	X	
Respect First: Workplace Harassment Prevention	1/2 Day	Two	25	Professional Development				X
Self-Management: The Use of Time	1-Day	One	20	Professional Development		X	X	X
Team Communication Skills	1-Day	Two	15	Teamwork		X	X	X
Team Communication Skills	2-Day	Two	15	Teamwork		X	X	X