



Coquille Indian Housing Authority

Learning Management System

Soft Skills Course Library

- [Access 2016 Essentials](#)
- [Accountability in the Workplace](#)
- [Administrative Office Procedures](#)
- [Administrative Support](#)
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- [Adult Learning: Physical Skills](#)
- [Anger Management](#)
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- [Assertiveness and Self-Confidence](#)
- [Attention Management](#)
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- [Conducting Annual Employee Reviews](#)
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- [Creating a Great Webinar](#)
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- [Developing a Lunch and Learn](#)
- [Developing Corporate Behavior](#)
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- [Developing New Managers](#)
- [Digital Citizenship](#)
- [Diversity and Inclusion in the Workplace](#)
- [Emotional Intelligence](#)
- [Emotional Intelligence at Work](#)
- [Employee Motivation](#)
- [Employee Onboarding](#)
- [Employee Recognition](#)
- [Employee Recruitment](#)
- [Employee Termination Processes](#)
- [Entrepreneurship](#)
- [Event Planning](#)
- [Excel 2016 Essentials](#)
- [Excel 2016 Expert](#)
- [Executive and Personal Assistants](#)
- [Facilitation Skills](#)
- [Generation Gaps](#)
- [Goal Setting and Getting Things Done](#)
- [Handling a Difficult Customer](#)
- [Health and Wellness at Work](#)
- [High Performance Teams \(Inside the Company\)](#)
- [High Performance Teams \(Remote Workforce\)](#)
- [Hiring Strategies](#)
- [Human Resource Management](#)
- [Improving Mindfulness](#)
- [Improving Self Awareness](#)
- [In-Person Sales](#)
- [Increasing Your Happiness](#)
- [Internet Marketing Fundamentals](#)
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- [Managing Workplace Anxiety](#)
- [Managing Workplace Harassment](#)
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- [Meeting Management](#)
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- [mLearning Essentials](#)
- [Motivating Your Sales Team](#)
- [Multi-Level Marketing](#)
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- [Networking \(Outside the Company\)](#)
- [Networking \(Within the Company\)](#)
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- [Office Politics for Managers](#)
- [Organizational Skills](#)
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- [Overcoming Sales Objections](#)
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- [Personal Branding](#)
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- [Presentation Skills](#)
- [Project Management](#)
- [Proposal Writing](#)
- [Prospecting and Lead Generation](#)
- [Public Speaking](#)
- [Respect in the Workplace](#)
- [Responsibility in the Workplace](#)
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- [Safety in the Workplace](#)



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- [Self-Leadership](#)
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- [Servant Leadership](#)
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- [Social Media Marketing](#)
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- [Taking Initiative](#)
- [Talent Management](#)
- [Team Building for Managers](#)
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- [Teamwork and Team Building](#)
- [Telephone Etiquette](#)
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- [Ten Soft Skills You Need](#)
- [The Cloud and Business](#)
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- [Women in Leadership](#)
- [Word 2016 Essentials](#)
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- [Work-Life Balance](#)
- [Workplace Bullying](#)
- [Workplace Diversity](#)
- [Workplace Harassment](#)
- [Workplace Violence](#)