



Training Catalog

TABLE OF CONTENTS

Community	12
Community and Giving Back: Leaving Our Footprints.....	12
Coping with Mass Shootings	12
Cultural Myths in Media: Fact or Fiction	12
Decreasing Violence on College Campuses	12
Disaster Preparedness.....	12
Final Arrangements: Honoring, Remembering, and Celebrating a Life	13
First Responders: Focus on Wellness	13
How Safe Are You?	13
Political Anxiety	13
Power of Volunteering	13
Staying Centered: Managing Emotions During Election Season	13
Family & Friends	14
Becoming a Pet Parent	14
Best Practices for Supporting Others	14
Caregiving.....	14
Children and Divorce	14
Children and Stress.....	14
Dealing with Change for Families	15
Don't Forget Your Social Life!	15
Elder Care	15
Family & Friend Guide to Post-Traumatic Stress (PTS)	15
Fatherhood: A Day in the Life.....	15
Friends and Family: Our Foundation in Life	15
Grief, Dying and Death	16
Helping our Children Achieve Their Dreams	16
Helping Troubled Teens	16
Is High School Enough? The New Age	16
Keeping Your Aging Loved Ones Safe	16
Managing Fear and Anxiety in Children	16
Managing the Holiday Season	17
Navigating Decisions as a Family.....	17
Prolonged Grief	17



Relationships	17
Screen Guide	17
Step Families	18
Surviving and Thriving Through Divorce	18
The Sandwich Generation	18
Today's Family: Challenges and Changes	18
Too Much Gaming	18
Understanding Our Family Members as They Age.....	18
Finance	19
Advance Directives	19
Advanced Tools and Techniques for the Fully Funded 401(k)	19
Basic Banking and Banking Tips.....	19
Building Good Credit and Improving Your Credit Score	19
Car Buying: New or Used, Buy or Lease?	19
College Tuition: Understanding Financial Aid	19
Eldercare - Financial Planning	20
Estate Planning.....	20
Estate Planning - Ramifications of Your Employee Benefits Package	20
Financial Fitness	20
Financial Planning for Higher Education	20
Financial Wellness and Moving Forward.....	20
Handling Financial Stress.....	21
Holiday Budgeting	21
Home Buying: The Best Investment	21
How Financial Stress Affects the Workplace	21
Identity Theft Protection and Self-Help	22
Importance of Having a Will.....	22
Insurance Basics	22
Investment Basics.....	22
Living Off Your Paycheck	22
Managing a Budget for The First Time	22
Managing Your Money in Tough Times.....	23
Mind Over Money	23
Money Basics.....	23
Planning a Financial Future	23



Social Security Retirement Planning	23
Spend Smarter, Save Better: The Art of Financial Mindfulness	23
Take Control of Your Finances.....	24
Talking About Money in Uncertain Times	24
Tax Tips.....	24
Teaching Children About Money.....	24
Teaching Teens About Money	24
Today's Financial Trends	24
Healthy Living	25
A Balanced Retirement Life	25
A New Look at Well-Being	25
Adaptability & Resilience: Thriving Through Change	25
Addiction	25
Alcohol and Substance Use	25
Alzheimer's and Dementia	25
Autism Overview	26
Be Positive	26
Body Image.....	26
Compassion Fatigue	26
Creating an Annual Well-Being Plan.....	26
Day One - Journey to Healthy Habits	26
Dealing with Mental Health Issues.....	27
Dealing with Serious Sleep Issues	27
Depression.....	27
Eating Disorders	27
Embracing Happiness	27
Emotional Eating	27
Exercise 2.0: Beyond the Basics	28
Exercise As You Age.....	28
Exercise Basics	28
Exercising at Home	28
Fear and Anxiety: Moving Forward	28
Forgiveness.....	28
Getting Organized	29
Getting You Help	29



Gratitude	29
Health News	29
Healthy Aging	29
Healthy Kids.....	29
Healthy Tips for Business Travel.....	30
How Can AI Help with Handling Mental Health Conversations	30
How to Boost Your Self-Confidence	30
How to Speak with your Health Care Provider.....	30
Increasing Mental Toughness.....	30
Lightening Your Life with Laughter	30
Loneliness.....	31
Managing Fear and Anxiety.....	31
Master Your Mindset: How Journaling and Planning Can Transform Your Life	31
Maximizing Your Brain's Potential	31
Men and Depression	31
Men's Health	31
Menopause.....	32
Mental Health.....	32
Mindful Connection to Food	32
Mindful Meditation	32
Navigate Life Transitions	32
One Life: Empowering Your Journey to True Balance.....	33
Opening Up about Mental Health.....	33
Opioid Addiction Employee.....	33
Overcoming Burnout	33
Overeating vs. Binge Eating.....	33
Preventing Burnout	34
Psychology of Exercise	34
Post-Traumatic Stress (PTS): Veterans & Military Self-Help	34
Relaxation 101.....	34
Self-Care Right Now.....	34
Setting Boundaries	35
Sleep Basics	35
Staying Focused During Times of Change	35
Staying Strong and Resilient.....	35



Stress Reduction Toolbag.....	35
Technology and Exercise	35
The Connection Between Exercise and Mental Health	36
The Importance of Unplugging.....	36
Thriving in Uncertain Times.....	36
Tools for Today	36
Understanding Burnout – Causes and Solutions.....	36
Understanding Postpartum Depression	37
What Is Anger?	37
Women and Depression	37
Workday Workouts	37
Yoga 101	37
You Can Be Smoke Free!	37
Manager Only	38
You're Promoted! The New Manager	38
Workplace Trauma (for Managers)	38
When the Worst Happens (for Managers).....	38
The Importance of Showing Up to Work (for Managers).....	38
Suicide Awareness and Prevention (for Managers)	38
Succession Planning (for Managers)	38
Substance Use (for Managers)	39
Stress Management (for Managers)	39
Resilient Leadership	39
Recognizing the Troubled Employee (for Managers).....	39
Performance Management (for Managers)	39
Opioid Addiction (for Managers).....	40
Motivate, Recognize and Energize Employees (for Managers).....	40
Mental Health: A Guide for Managers and Leaders.....	40
Managing Teleworkers	40
Managing Strong Emotions (for Managers)	40
Manager's Guide to Self-Care	40
Manager's Guide to Promoting Family Health	41
Manager's Guide to Check-In Conversations	41
Manager's Guide to Burnout.....	41
Life in Today's Uncertain Times (for Managers).....	41

Leading in Times of Crisis	41
Leadership for Women.....	42
Leadership	42
How to Lead in the Age of AI	42
How to Execute in Business (for Managers).....	42
How to Create the Secret Sauce – The Perfect Team (for Managers)	42
Handling a Family Crisis (for Managers).....	42
Getting Managers Engaged	43
Effective Presentation Skills for Leaders	43
Effective Performance Appraisals (for Managers)	43
Effective One-On-One Conversations (for Managers)	43
De-Escalation for Managers	43
Conflict Management (for Managers).....	43
Compassionate Leadership	44
Communication (for Managers)	44
Communicating Change to Employees (for Managers)	44
Business Writing (for Managers).....	44
Coaching (for Managers)	44
Change Management for Leaders	44
Parenting	45
Authoritative Parenting.....	45
Caring for Teenagers	45
Co-Parenting.....	45
Communicating with Young Children.....	45
First-Time Parenting	45
Internet Information for Parents	46
Maternal Mental Health.....	46
Navigating the Teen Years.....	46
Parenting Your Teen: At Risk Behavior.....	46
Parenting Your Teen: Career and Life Goals	46
Parenting Your Teen: Communicating	47
Parenting Your Teen: Finances.....	47
Parenting Your Teen: Friends and Family.....	47
Parenting Your Teen: Giving Back	47
Parenting Your Teen: Managing Conflict and Problem-Solving	47



Parenting Your Teen: Relationships	48
Parenting Your Teen: Sibling Rivalry	48
Parenting Your Teen: Social Issues	48
Parenting Your Teen: Success in School	48
Parenting Your Teen: Teens and Sports	48
Parenting Your Teen: Test Anxiety	49
Parenting Your Teen: Understanding Important Health Issues	49
Parenting Your Toddler: Communicate, Motivate and Build Confidence	49
Preparing for College	49
Preparing to Go Back to School	49
Resiliency for the Working Parent	49
Single Parenting	50
Vaping - What Parents Need to Know	50
Work	50
Accountability	50
Assertive Communication	50
Being Trauma Informed	50
Building a Team Brand	51
Building Your Personal Brand	51
Bullying and Violence in the Workplace	51
Business Etiquette	51
Call Center Challenges and Issues	51
Campus to Career: Transitioning Into the Workplace	52
Career Development Strategies	52
Career Transitions	52
Collaborative Communication	52
Collaborative Customer Service	52
Communicating During Times of Change	53
Communicating in a Tech World	53
Communication Skills for the Workplace	53
Commuting	53
Components for Great Communication	53
Concentration	54
Conflict Management for Employees	54
Creating a Great Place to Work in Ten Easy Steps	54



Creating Positive Work Environments	54
Creative Problem-Solving and Decision Making	54
Critical Thinking	54
Curiosity.....	55
Customer Expectations	55
Dare to Be Bold	55
Dealing with Challenging People.....	55
Dealing With the Elephant in The Room	55
Delegation	55
Discipline	56
Domestic Violence.....	56
Dual-Career Relationships.....	56
Dynamics of Change Management	56
Effective Presentation and Public Speaking Skills	56
Emotional Intelligence.....	57
Empathy	57
EQ Making It Work for You.....	57
Ethics and Values.....	57
Fostering Curiosity for Growth.....	57
Fresh Start	58
Handling And Managing Chaos	58
Handling Death In The Workplace	58
Health And Well-Being In The Workplace	58
How to Cultivate Compassion and Empathy in the Workplace	58
How To Deliver Amazing Online Presentations.....	58
How To Take The Edge Off Giving Feedback.....	59
Imposter Syndrome.....	59
Interacting With Ill Coworkers	59
Intro to Neurodiversity.....	59
Kindness	59
Listening Skills	59
Maintaining a Health-Conscious Workplace	60
Maintaining a Safe Work Environment	60
Maintaining Respect & Civility in the Workplace.....	60
Making Meetings Effective.....	60

Making The Most of a Multi-Generational Workforce	60
Managing Priorities To Maximize Your Day	60
Managing Social Connections	61
Managing Strong Emotions: For Employees	61
Managing Trauma in the Workplace	61
Managing Your Boss	61
Mental Health Impacts	61
Mentally Healthy Culture: A Focus on Workplace Wellbeing	61
Mentoring.....	62
Motivation: Bringing Out The Best.....	62
Motivational Interviewing	62
New Year's Resolutions	62
Nonverbal Communication	62
Overcoming Work Fatigue.....	63
Perfectionism	63
Post-Traumatic Stress (PTS) in The Workplace	63
Power of Partnership - Using AI Training	63
Practical Productivity.....	63
Procrastination	63
Professional Use of Texting	64
Professional Writing and Email Etiquette	64
Psychological Wellness in the Workplace	64
Riding the Change Wave	64
Science of Goal Setting.....	64
Shifting Priorities: Being Your Best on a Shift Schedule	64
Staying Connected in Today's Digital World	65
Stick With It	65
Storytelling	65
Stress Management for High Burnout Professions	65
Stress Management for the New Professional.....	65
Success	65
Successful Teleworking	66
Suicide Prevention.....	66
Surviving Mergers and Acquisitions	66
Survivor's Guide to Downsizing	66

Taming Tech	66
Teamwork.....	66
The Art of Negotiation.....	67
The Power of Persuasion: How to Influence Others	67
Thinking Traps	67
Trust	67
Understanding Colleagues with Autism	67
Understanding Personality Types.....	67
Unplugging to Recharge: Strategies for Combating Technostress.....	68
Working with Children Home	68
Working with Millennials	68

