



Online Learning Opportunities for Central Staff Employees

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Big Think Learning Bundle

Hear from experts share tips and strategies to increase your leadership capacity.

Topic	Video 1	Video 2	Video 3	Video 4	Video 4	Video 5	Video 6
Teamwork	Disagree Productively <i>Julia Galef</i>	Manage Your Emotions <i>Paul Ekman</i>	Know How to Walk Away <i>Susan Schwab</i>	Drive Turnaround <i>Peter Henry</i>	Generate Better Conversations <i>Tim Harford</i>	Balance Offense and Defense <i>Shane Battier</i>	Surrender Strategically <i>Mary Chapin Carpenter</i>
Relationship Building	Cultivate a Community of Practice <i>Hector Ruiz</i>	Leverage Interviews <i>Ram Charan</i>	Work Your Network <i>Reid Hoffman</i>	Increase Productivity through Generosity <i>Adam Grant</i>	Promote the Right People <i>Dan Ariely</i>	Manage Relationships <i>Linda Hill</i>	Serve Your Purpose <i>Tony Coles</i>
Impact and Influence	Build Credibility <i>Blake Mycoskie</i>	Engage in a Global Purpose <i>Peter Thum</i>	Transition into Leadership <i>Adam Bryant</i>	Raise Resources <i>Peter Diamandis</i>	Raise Your Emotional Intelligence <i>John Mackey</i>	Expand Your Range <i>Stephen Miles</i>	Deal with Difficulty <i>Anastasia Kelley</i>
Team Leadership	Capture the Wisdom of Practice <i>Vicki Phillips</i>	Delegate Effectively <i>Richard Branson</i>	Build a Team <i>Jim Collins</i>	Leverage Diverse Talent <i>Joi Ito</i>	Manage Across Cultures <i>Fred Hassan</i>	Leadership Challenge Part 1 <i>Rob Kaplan</i>	Leadership Challenge Part 2 <i>Rob Kaplan</i>
Visioning and Alignment	Tell Strong Stories <i>Barry Ptolemy</i>	Communicate Vision <i>Tom Adams</i>	Earn Customers' Loyalty <i>Sir Terry Leahy</i>	Lead with Compassion <i>Daniel Goleman</i>	Catalyze Progress <i>Teresa Amabile</i>	Leadership Challenge Part 3 <i>Rob Kaplan</i>	Leadership Challenge Part 4 <i>Rob Kaplan</i>



Cyber U

Thousands of courses available to you anytime and at your fingertips, the world is your classroom. Backed by over 17 years in the online learning space, CyberU's mission is to revolutionize the educational experience around the globe through our unique online community marketplace.

Choose from topics in the following categories:

Business	Office Productivity	Software Development
Teacher Training	Language	Test Prep
Health and Wellness	Marketing and Sales	Lifestyle

SkillPill Management2Go*

The Management2Go series covers the top 25 need-to-know management models; key titles in these series include Covey's Seven Habits of Highly Effective People, De Bono's Six Thinking Hats, Kotter's Eight Phases of Change, Six Sigma, Kotter's Eight Phases of Change and Situational Leadership.

Each model is explained in a bite-sized, animated video with a support template that clearly sets out the key principles and when to use them for best effect.

SkillPill Management Shortcuts*

Management Shortcuts covers all the must-know topics for employees at all levels of experience, in all areas of work. Shortcuts are characterized by new approaches and fresh ideas from some of the most eminent thinkers in the business world. The SkillPill library has over 200 shortcuts covering:

- Leadership
- Management
- Personal Effectiveness

*See attached page for full list of offered Shortcuts.

For questions or additional information, contact Stacey Randle at srandle@dallasisd.org or at 972-925-3381.

Management Shortcuts

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Achieving work life balance
Active listening
Adjusting to your new role
Application of numeracy*
Applying IT*
Assessing the customer quickly
Assigning budgets
Basic brand building
Be more authentic
Becoming a coach
Behavioural interviewing skills*
Being assertive*
Body language for selling
Body language: first impression
Boosting your confidence
Bouncing back from redundancy
Breaking out of silos
Building your career skills
Business and customer awareness*
Business English: controlling a meeting
Business English: introducing a presentation
Business English: making small talk
Business English: negotiating
Business English: presenting a proposal
Business English: summarising
Celebrate diversity
Chairing creative meetings
Changing your team's culture
Closing the sale
Coaching essentials
Colleagues or competitors
Communicating your vision
Communication*
Competitive and market analysis
Conducting performance reviews
Connecting with people
Coping with changes in your team
Corporate entertaining
Creating a good working atmosphere
Critical thinking on the fly*
Cutting costs by working smarter
Dealing with difficult media questions 1
Dealing with difficult media questions 2
Dealing with difficult media questions 3
Dealing with group think
Dealing with team conflict
Dealing with tension

Dealing with the awkward squad
Delegating key account management
Developing a networking mind-set*
Disciplining staff
Drive Enterprise*
Effective training sessions*
Effective virtual meetings*
Emotional intelligence essentials*
Enabling growth
Encouraging successful hot-desking
Enjoying yourself at work
Establishing yourself as a leader
Ethics
Flexible personal plans
Fuzzy vision
Generating Ideas
General vs specialist media
Get strategic
Getting a decision
Getting ready for a coaching session
Getting ready for a media interview
Getting the best out of contractors
Getting the most out of Generation Y
Getting the most out of your managers
Getting up in the morning
Giving bad news
Giving praise
Giving tough feedback
GLOW
GROW
Going international 101
Handling tricky coaching situations
Hosting staff meetings
How to be a hot desker*
How to be innovative

continued...



*These topics have been suggested by clients

Management Shortcuts continued...

How to delegate
How to disagree nicely
How to influence decisions
How to be an advertising expert
How not to price
How to start a change effort
How to use PowerPoint
How to write effective 1-pagers
Identifying stakeholders*
Influencing without authority
Introduction to meetings
Keeping customers loyal
Keeping meetings on track
Keeping a positive attitude
Leadership in times of change
Leading an innovation culture
Letter from the future
Leverage diversity
Maintaining customer focus*
Maintaining your team's high energy culture
Make strategy real
Making the cold call
Making the right investments
Management briefing meetings
Managing change
Managing difficult people
Managing expectations*
Managing new employees
Managing projects
Managing redundancy rumours
Managing remote teams
Managing scope creep
Managing time efficiently and effectively
Managing your boss
Managing your social media profile*
Managing your unconscious biases*
Maths for managers
Memory magic
Mentoring
Mindfulness: beginner's mind
Mindfulness: coping with stress
Motivate using goals
Motivating your employees
Motivating your sales force
Negotiating judo
Negotiating your budget
Negotiating with amiable personalities
Negotiating with driver personalities
Negotiating with expressive personalities
Negotiating with analytical personalities
Negotiation 101

Networks of influence
Overseeing budgets
Perceiving emotions*
Personal brand
Pitch presentations
Positive Risk Management
Preparing a budget
Preparing for a sales meeting
Problem solving meetings
Progressing your career
Proposal writing 101
6 'P's of Risk Management
Reading and seeing the invisible
Recognise and deal with stress*
Recruiting a top salesperson
Recruiting the best person for the job*
Reducing resistance to change
Restructuring the organisation
Sales 2.0: building meaningful relationships
Sales 2.0: using the SHAPE system
Self-management*
Service with soul
Setting personal goals
Setting SMART objectives
Setting up a project for success
Setting up a remote team
Solving problems through feedback
SPIN selling*
Staffing an exhibition stand
Starting Your New Job
Stimulating creativity
Storytelling
Successfully presenting your ideas
Surviving spreadsheets
Tackling big decisions
Tackling tedious tasks
Talking to your service teams
Teamworking*
10 habits of a successful change communicator
The advertising brief

continued...



*These topics have been suggested by clients

Packs continued...

The art of persuasive conversation

The art of presenting

The art of unfair competition

The balanced scorecard

The emotional cycle of change

The language of business

The language of strategy

The nature of marketing

The nature of strategy

Turning complaints into compliments

Understanding financial accounting

Understanding the media agenda

Understanding your personality type

Using adversity to your advantage

Using consultants

Using emotions*

Using the COACH system

What is mindfulness?

What it takes to be a leader

What people buy and why

What qualities should a leader exhibit

When to challenge

Working a room 101

Working as part of a remote team

Writing effective emails*

Your first 100 days in a new leadership role: before you start

Your first 30 days as a leader

Your first 60 days as a leader

Your first 90 days as a leader

- How to write effective 1-pagers
- The art of presenting
- How to use PowerPoint
- The language of strategy
- The language of business
- Body language: first impression
- Managing time efficiently and effectively
- Getting up in the morning
- Active listening
- Getting the most out of your managers



New Leader

- Breaking out of silos
- Get strategic
- Using adversity to your advantage
- Reducing resistance to change
- Leverage diversity
- Establishing yourself as a leader
- The emotional cycle of change
- Your first 100 days as a leader: before you start
- Your first 30 days as a leader
- Your first 60 days as a leader
- Your first 90 days as a leader
- Leadership in times of change
- What it takes to be a leader
- Adjusting to your new role
- Drive enterprise
- Personal brand
- Achieving work life balance
- GLOW

Packs



Newbie

- Boosting your confidence
- Memory magic
- Tackling tedious tasks
- Understanding yourself
- How to be innovative
- When to challenge
- Working as part of a remote team
- Ethics
- How to be a hot-desker
- Building your career skills
- Effective virtual meetings
- Writing effective emails
- Introduction to meetings
- Being assertive
- Managing your boss
- Personal brand



Managing your team

- Maintaining your team's high energy culture
- Conducting performance reviews
- Motivating your employees
- Connecting with people
- Coping with changes in your team
- Reducing resistance change
- Motivate using goals
- Solving problems through feedback

continued...



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Management2Go

- Covey's Seven Habits of Highly Effective People
- Kotter's Eight Phases of Change
- Roadmapping
- SWOT Analysis
- Risk Management
- Hofstede's Cultural Dimensions
- Kotler's 4Ps of Marketing
- Internationalisation Strategy Framework
- Customer Journey Mapping
- Business Process Redesign
- Kaizen
- Lean Thinking
- Root Cause Analysis
- Six Sigma
- Value Stream Mapping
- Benchmarking
- Disruptive Innovation
- Innovation Circle
- Stage/Gate Model
- Change Quadrants
- Activity Based Costing
- De Bono's Six Thinking Hats
- Belbin's Team Roles
- The Deming Cycle
- Situational Leadership



Strategy2Go

- Identifying Key Segments
- Setting Long Term Goals and SMART Objectives
- The BCG Growth Share Matrix
- GE and McKinsey's Attractiveness/Advantage Matrix
- Kaplan and Norton's Balanced Scorecard and Strategy Map
- The HDDF Demand Forecasting Approach
- Porter's Five Forces
- Rating Competitive Position
- Grant's The Resource and Capability Strengths Matrix
- Ansoff's The Product Market Matrix
- Porter's Value Chain
- Identifying the Capability Gap
- McKinsey's 7S Framework
- Porter's Three Generic Strategies
- The BCG Experience Curve
- Kim and Mauborgne's Blue Ocean Strategy
- Mintzberg's Deliberate and Emergent Strategy
- Zook's Profit from the Core
- Rumelt's Good Strategy/Bad Strategy
- Gratton's Innovation Hot Spots
- The Risk Management Matrix
- The Sun and Clouds Chart
- Profiling the Ideal Player
- Gladwell's The Tipping Point
- Ghoshal's Getting the Most out of Your Managers

