

1 Year License-£299 unlimited use at 80% off



Rapid Skill-Builder® E-Learning Modules **Cost Effective Video-based Development Resources**

The Rapid Skill-Builder® series of short on-line seminars (typically 90-120 minutes in length) were developed to help build organisational "bench strength" in aspiring and front-line managers.

This new series of video-based and narrated programs offers a new way for individuals to develop important skills that will better equip them to perform more effectively in their current job or as they move into management or leadership roles (or even when looking for promotion to higher levels of management). This skill development can be completed on a self-paced basis and can be undertaken at home or at work as time permits. WCOD is currently offering an e-learning library of 26 topics:

- **Assertiveness**
- **Change Management**
- **Coaching**
- **Complaint Handling**
- **Conflict Resolution**
- **Corporate Ethics**
- **Customer Service**
- **Emotional Intelligence**
- **Goal/Objective Setting**
- **Influencing Others**
- **Interviewing/Selection**
- **Leadership skills**
- **Listening**
- **Learning Styles**
- **Meetings management**
- **Negotiating skills**
- **Personal Effectiveness**
- **Poor Performance handling**
- **Presentation skills**
- **Problem Solving**
- **Sales Effectiveness**
- **Stress management**
- **Team Building**
- **Team Communication**
- **Telephone Excellence**
- **Time Management**

Built around an extremely practical program with an expert leadership training facilitator in the video, the Rapid Skill-Builder® modules describe best-practice in the topic area, and then model the skills through video vignettes, showcased in real workplace situations. The introductory videos for each topic are designed to give learners professional presentation material from an expert trainer, which is provided in four sections. These can be stopped and started as the participant wishes. In addition, each topic has four "vignettes" in which actors demonstrate the skills talked about in real workplace scenarios—first in a sub-optimal way and then in a more optimal or positive way.



WHAT DO YOU GET?

After paying the annual fee, any number of individuals in a manager's organization site can access any e-learning module on an unlimited basis (from the library of 26 titles) for each license year at 80% off the normal retail price. All modules are accessed via the www.ReadyToManage.com web site.

WHAT'S NEXT?

To take up this offer, or for more information, simply e-mail Anne@OD-center.org with your name, company and address, phone details. We will then contact you.

KEY DISTINGUISHING FEATURE
"PDF printable booklets (see above) for each title are available to learners to follow during the e-learning experience"

For 15 years the Worldwide Centre for Organisational Development has been offering its clients best-practice people-based research, consulting services and on-line tools to help maximize human potential. WCOD and www.od-center.org (the main web site for the business) are located in Los Angeles, California but with offices also in Australia and the UK.



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