



# INTERACTIVE eLEARNING COURSES AND VIDEOS 2025-2026

[7d-tv.com](http://7d-tv.com) | [7dlearn.com](http://7dlearn.com) | [eveash.com](http://eveash.com)

# THE 7D STORY

## SEVEN DIMENSIONS

Psychologist Eve Ash founded 7D in 1980, creating comedy business films for impactful, memorable learning. Today, 7D offers 500 NEW eLearning courses and 1000 videos on leadership, communication, ESL, wellbeing, safety, and professional development. Genres include comedy, drama, interviews, case studies, documentaries, and animation – with 150+ new titles in 2024 - 2026.

## THE 7D APPROACH

Our unique psychological approach blends business excellence with insights into human behavior, offering practical skills through relatable, engaging content. Humor adds impact, especially in the award-winning **Cutting Edge Communication Comedy** series, filmed in Los Angeles with a talented cast including Erin Brown and Emmy-winner Kim Estes.

## AWARDS

170+ awards for creativity and excellence, including Australian Businesswoman of the Year awarded to Eve Ash.

## PRODUCTS

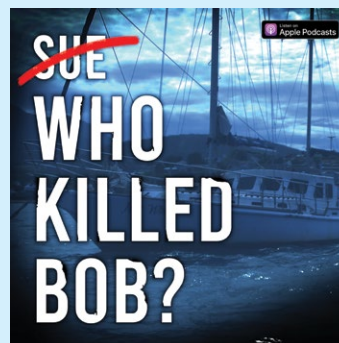
eLearning courses, videos, documentaries, TV series, podcasts, workshops, keynotes, books and learning tools.

## EVE ASH

Eve creates 7D content and appears in over 200 videos. She produced the award-winning documentaries **Man on the Bus** and **Shadow of Doubt**, and the 6-part true crime series **Undercurrent: Real Murder Investigation**, in which she also stars. She hosts the 19-part podcast **Who Killed Bob?**, continuing her investigation into the wrongful conviction featured in her documentaries. Eve created the **Finding My Magic** cartoons (with Olympian Cathy Freeman) and is a sought-after speaker and Penguin-published author.



**Eve Ash and Peter Quarry**, Psychologists  
Featured in 200+ recent productions





# eLEARNING COURSES

\*Also available as videos

- 04 LEADERSHIP SKILLS
- 06 BUSINESS GROWTH, PROJECTS & INNOVATION
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## 7D eLEARNING COURSES INCLUDE

- Key learning points
- Engaging videos
- Practical skills/strategies
- Activities and quizzes
- Closed Captions
- Scripts/Handouts

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# LEADERSHIP SKILLS

## ► Powerful Leadership Skills 14 courses

**4 E's of Exemplary Leadership** **NEW**  
30 mins

**4 Essentials for Compassionate Leadership**  
40 mins

**4 Keys to Successful Co-Leadership** **NEW**  
40 mins

**6 L's of Strategic Leadership** **NEW**  
30 mins

**4 Skill Sets for Successful Leadership**  
30 mins



**4 Ways to Boost Your Leadership Skills**  
30 mins

**4 Ways to Build Accountability**  
30 mins

**Inspirational Leadership**  
30 mins

**Lead with Purpose – Inspiring Action with Why** **NEW**  
25 mins



**Outstanding Leadership Skills**  
40 mins

**Rock Star Leadership**  
30 mins

**SKILLS FOR MANAGERS – Inspire with a Vision**  
40 mins

**Vision and Values**  
30 mins

**Working with the Board**  
30 mins

## ► Managing Change and Culture 18 courses

### 4 Principles for Visionary Leadership

NEW

40 mins

### Visionary Leadership Cases

NEW

- Strategic Vision and Adaptability  
20 mins
- Purpose-Driven Leadership and Social Responsibility  
20 mins
- Inspirational and Accountable Communication  
20 mins
- Inclusive Leadership and Innovation  
20 mins

### 4 Ways to Create a Results-Focused Culture

40 mins

### Accepting Change

20 mins

### Being an Employer of Choice

20 mins

### Corporate Social Responsibility

40 mins

### Creating a No-Blame Culture

20 mins

### Culture and Oneness

30 mins

### Employer of Choice

30 mins

### Employer of Choice

30 mins

### Green and Giving

30 mins

### How to Manage Change Effectively

15 mins

### How You Can Make the World a Better Place

15 mins

### Inspiring Social Change

30 mins

### Negotiating Workplace Rights: Unions and Collective Bargaining

20 mins

### You Manage the Culture

30 mins



## ► New Manager Transition 12 courses

### 4 Essential Actions for My New Management Role

NEW

30 mins

### 8 Leadership Sins you Can Avoid

40 mins

### Be a GEM: Giver, Enhancer, Motivator

15 mins

### Dynamic Leadership – Skills for New Managers

15 mins

### Get Ready to be a New Manager

15 mins

### LEAD with Empathy

20 mins

### New Manager – Meet With Your Staff 1:1

20 mins

### New Manager – First Team Meeting

20 mins

### SKILLS FOR MANAGERS – Clarify your New Role

40 mins

### Skills for New Managers – How to Empower

20 mins

### Supervising Effectively

20 mins

### Switch on Managers

30 mins



# MANAGING TEAMS AND COLLABORATION

## ► Managing Virtual and Hybrid Teams 5 courses

### Building High Performing, Collaborative, Hybrid Teams

NEW

50 mins

### Leading a Remote Team

NEW

20 mins

### Managing a Virtual Team

30 mins

### Thriving Remotely in a Virtual Team

30 mins

### Virtual Team Success: A Case Study

30 mins



## ► Managing and Motivating Teams 16 courses

### 4 Essential Counseling Skills For Managers NEW

40 mins

### 4 Pathways to Managing Millennials

30 mins

### 4 Ways to Motivate Your Team

30 mins

### Build Your Team – Support Each Other

30 mins

### Developing Self-Motivated People

30 mins

### Encourage Your Champions

15 mins

### How to Delegate Successfully NEW

20 mins

### Motivate a Co-Worker

15 mins

### Motivate Your Team with Career Conversations NEW

20 mins

### Motivating Fun Workplace

30 mins

### Onboarding Young People – Strategies for Success

20 mins

### SKILLS FOR MANAGERS – Delegate and Empower

40 mins

### SKILLS FOR MANAGERS – Develop People Skills

40 mins

### Staying Motivated at Work

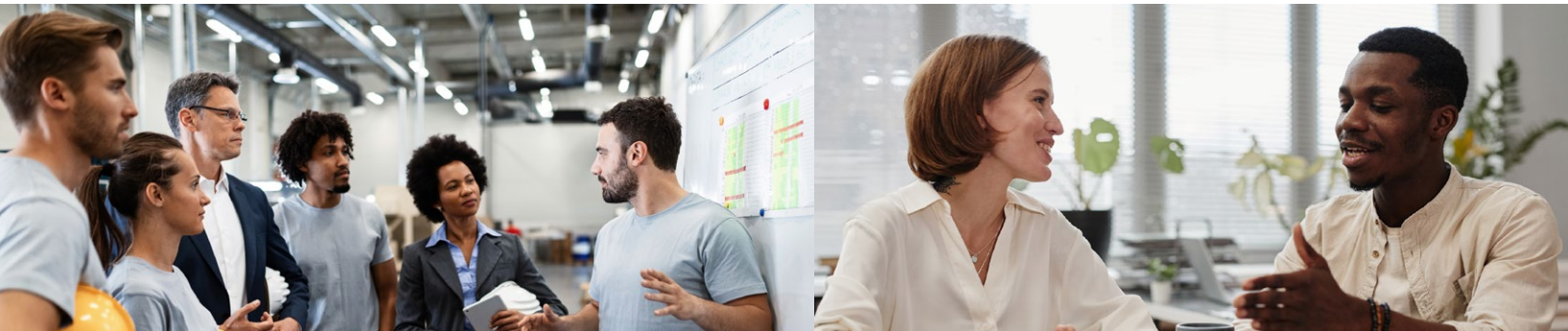
20 mins

### Understanding Gen Z NEW

20 mins

### Welcome New People to Your Team

30 mins



## ► Team Collaboration and Communication 10 courses

### 4 Strategies for Building Collaboration

30 mins

### 5 C's of Collaboration NEW

20 mins

### 5 Ways to UNITE Your Team

15 mins

### HEAL for Collaboration

15 mins

### Multiple Agendas, One Goal: Overcoming Collaboration Challenges NEW

30 mins

### Open Communication and Teamwork

30 mins

### SKILLS FOR MANAGERS – Manage Personality Differences

40 mins

### Team Ground Rules For Effective Collaboration NEW

20 mins

### Tips for Managing a Dysfunctional Team NEW

20 mins

### Transform SILOS into Collaboration

20 mins



# BUSINESS GROWTH, PROJECTS & INNOVATION

## ► Business Growth and Success 19 courses

### 4 Key Skills for Managing Contractors and Scenario Planning

NEW

30 mins

### 5 D's of Design Thinking for Managers

NEW

30 mins

### 7 Levers to Success

30 mins

### A Quick Guide: Write a Business Plan

15 mins

### Board Roles and Responsibilities

40 mins

### Boards and Improving Governance

40 mins

### Building Strategic Alliances

40 mins

### Creating Workforce Agility

20 mins

### Expertise with Managing Multiple Sites

40 mins

### Growing a Franchise

30 mins

### Improving Profitability in Tough Times

30 mins

### Introduction to LEAN SIX SIGMA

20 mins

NEW



### Learn to Negotiate with Suppliers

35 mins

### Mergers, Acquisitions and Divestments

40 mins

### ROI - Return on Investment

15 mins

### The Value of Employee Ownership

30 mins

### Trends Shaping our Future at Work

NEW

20 mins

### Understanding Financial Information

50 mins

### Understanding Workforce Fluidity

NEW

20 mins



## ► Project Management 5 courses

### 4 Essentials for Contract Management

**NEW**

40 mins

### Avoid a Project Manager's Nightmare

15 mins

### How to Manage a Task Force

30 mins

### Managing Projects Successfully

30 mins

### Project Management SWOT

15 mins

## ► Decision-Making | Problem-Solving 5 courses

### Be More Decisive

20 mins

### Dig Deeper to Get it Right

30 mins

### Making Decisions and Choices

30 mins

### Solve Problems in 4 Steps

15 mins

### Solve Problems with Appreciative Inquiry

30 mins

## ► Creativity | Brainstorming 7 courses

### 4 Ways to Boost Creativity

30 mins

### Brainstorming and Solving Creatively

30 mins

### Creative Brainstorming for Innovation

40 mins

### Embracing New Ideas

20 mins

### Innovation and Continuous Improvement

30 mins

### Taking Ideas into Business Reality

30 mins

### Turn Your IDEA Into Reality

15 mins

# MANAGING PERFORMANCE, LEARNING & TRAINING



## ► Appraisals | Managing Performance | Feedback 19 courses

### 10 Steps for Successful Appraisals

35 mins

### 4 Invaluable Feedback Skills

40 mins

### 4 Lessons to Turn Around Poor Performers

50 mins

NEW

### 4 Tactics for Dealing with a Boss Who Drives Me Crazy

30 mins

NEW

### Dealing with an Incompetent Manager

15 mins

### Give Bad News Effectively

20 mins

NEW

### Giving and Receiving Constructive Feedback

20 mins

### Giving Managers Feedback

20 mins

### Handling Appraisals – Skills for Managers

30 mins

### How to Manage Problematic Staff

30 mins

### How to Prevent Sub-Standard Work

35 mins

### How to Undertake a Disciplinary Discussion

35 mins

### I Have to Give Someone Feedback

20 mins

NEW

### Performance Appraisals and Ongoing Feedback

40 mins

### Recognition and Feedback

30 mins

### SKILLS FOR MANAGERS – Appraise and Give Feedback

40 mins

### SKILLS FOR ME – Curtail the Rambler

30 mins

### SKILLS FOR ME – Give Feedback about Body Odor

30 mins

### Surviving an Unreliable Colleague

15 mins

## ► Coaching | Mentoring | Building Team Strengths 10 courses

### 5 Ways to Coach for Best Performance

40 mins

### 6 B's to Build Skills and Strengths in Your Team **NEW**

30 mins

### Coaching and Mentoring New People

30 mins

### How to be a Good Mentor

35 mins

### How to Best Develop Your People

35 mins

### Implement Reverse Mentoring

15 mins

### Planning Performance – Set Goals and Build Strengths **NEW**

20 mins

### Power up with Strengths

30 mins

### Setting Goals to Stretch and Grow Your Team

30 mins

### Trying Myers-Briggs

20 mins

## ► Learning | Training | Facilitating 8 courses

### 3 Principles for Creating a Learning Culture **NEW**

50 mins

### 4 Essential Facilitation Skills

40 mins

### 4 Levels of Evaluating Learning **NEW**

20 mins

### 70:20:10 Learning and the OSF Ratio **NEW**

20 mins

### Designing and Facilitating Training

30 mins

### Developing Trainer Skills

20 mins

### Implementing Successful Training

30 mins

### Train with Impact – Engage Learners

30 mins

# MANAGING PERFORMANCE, LEARNING & TRAINING

A woman with curly hair, wearing a tan blazer over a light blue shirt, is smiling and gesturing with her hands while sitting at a table. Another person's hand and arm are visible in the foreground, also gesturing. A bar chart is on the table.

# HR, RECRUITMENT & LEGAL

## ► Recruitment | Succession

9 courses

**Ask Behavioral Interview Questions**  
15 mins

**HR Recruitment Skills – Promises and Consistency**  
30 mins

**Managing Recruitment Effectively**  
40 mins

**Recruiting Effective Managers**  
20 mins

**NEW**

**Recruiting High Achievers**  
50 mins

**Reward and Remuneration**  
40 mins

**Select the Best Person for the Job**  
30 mins

**Succession Planning and Talent Review**  
30 mins

**Succession Planning Insights**  
40 mins

## ► Practical HR Management Skills 9 courses

**Confidentiality Obligations of HR**  
30 mins

**Get the Best from Exit Interviews**  
35 mins

**HR Dashboard of Metrics and Analytics**  
30 mins



**HR Essentials – Managing Complaints and Allegations**  
40 mins

**HR Strategy and Management**  
30 mins

**Managing Disruptive Conduct**  
40 mins

**Restructuring and Preparing for Layoffs**  
45 mins

**Skills for Managing Redundancy / Layoffs**  
40 mins

**Terminations – Fair or Unfair**  
40 mins



## ► Privacy | Ethics | Compliance 10 courses

**Be a Compliance Champion** **NEW**  
30 mins

**Ethical Behavior: Privacy, Confidentiality and Integrity**  
20 mins

**Leading with Integrity** **NEW**  
20 mins

**Managing Conflicts of Interest** **NEW**  
20 mins

**Privacy Issues**  
40 mins

**Protecting Data and Sensitive Information at Work** **NEW**  
20 mins

**Respecting a Professional Code of Conduct** **NEW**  
20 mins

**Respect Privacy and Confidentiality**  
15 mins



**SKILLS FOR MANAGERS – Ensure Ethics and Integrity**  
40 mins

**Understanding and Respecting Compliance** **NEW**  
20 mins



## ► Legal Issues for Organizations and Experts 13 courses



**5T Model for AI Governance** **NEW**  
30 mins

**A Checklist for Reviewing Your Employment Contract**  
30 mins

**A Guide to Whistleblowing**  
15 mins

**Copyright Warning**  
30 mins

### Giving Expert Evidence Series

- **01 Credibility and Accountability**  
70 mins
- **02 Preparation and Reports**  
60 mins
- **03 Mistakes and Miscarriages Of Justice**  
60 mins
- **04 Effective Presentation In Court**  
70 mins

**Lies, Crimes and False Confessions**  
30 mins

**Psychology, Law, Lies and False Memories**  
30 mins

**Seeking Legal Advice**  
30 mins

**Take Care Giving Expert Advice**  
30 mins

**Understanding Intellectual Property**  
30 mins

# PSYCHOLOGICAL SAFETY

– DIVERSITY & RESPECT



## ► Bias | Bullying | Discrimination 7 courses

### 4 Lessons about Inclusion and Unconscious Bias

NEW

50 mins

### 4 Perspectives on Bullying and Harassment

30 mins



### Bullying Even at the Top

30 mins

### Cases of Bullying and Harassment

40 mins

### Prejudice, Discrimination and Inclusion

30 mins

### SKILLS FOR MANAGERS – Avoid Discrimination

40 mins

### Stop Bullying – Raise Awareness

30 mins



## ► Diversity | Inclusion | Cultural Competence 12 courses

### 4 Lessons to Manage Diverse Personalities and Work Styles NEW

50 mins

### 4 Steps to Cultural Competence NEW

40 mins

### Appreciate Diversity and Inclusion

30 mins

### Gender Inequality

30 mins

### Global and Cultural Sensitivity

30 mins

### Pronouns, LGBTQIA+ and Identity Part 1: Pronouns

20 mins

### Pronouns, LGBTQIA+ and Identity Part 2: Gender Identity

30 mins

### SKILLS FOR ME – Overcome Feeling Excluded

30 mins

### Stereotyping and Diversity

20 mins

### Understanding Ableism NEW

20 mins

### Understanding Intersectionality NEW

20 mins

### Understanding Neurodiversity at Work NEW

20 mins



## ► Respect | Psychological Safety 11 courses

### 4 Essentials for a Respectful Workplace

30 mins

### 4 Keys to a FAIR Culture

20 mins

### 4 Paths to a Psychologically Safe Workplace

40 mins

### Arrogance and Humility

20 mins

### Be a HERO – Honest, Ethical, Respectful and Optimistic

15 mins

### Behaving Unprofessionally

20 mins

### Develop Tolerance and Respect

10 mins

### Ensuring a Respectful Workplace

20 mins



### OPEN Mind OPEN Attitude

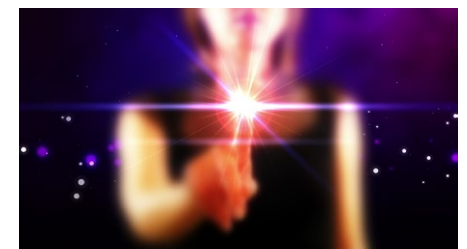
15 mins

### PEACE and Respect

15 mins

### Switch on Respect

30 mins



## ► Managing Mental Health 10 courses

### 4 Ways to Manage Staff with Mental Health Issues

NEW

40 mins

### Being Aware of Common Mental Health Issues

NEW

20 mins

### Managing a Midlife Crisis

NEW

20 mins

### Leap out of Loneliness

NEW

20 mins

### Overcome Anxiety

20 mins

### Overcoming Loneliness

NEW

20 mins

### Prioritizing My Mental Health

NEW

20 mins

### The Role of Emotional Healing

NEW

20 mins

### Understanding and Dealing with Panic Attacks

NEW

20 mins

### Understanding Depression

NEW

20 mins



# CONFIDENCE, MENTAL HEALTH & PHYSICAL WELLBEING

## ► Take Back Control Of Your Life 18 courses

### 4 Steps to Managing Money Better

15 mins

### 4 Ways to Take Back Control

40 mins

### 6 Keys to Wellbeing

30 mins

### ADAPT to Change

15 mins

### An Efficient Approach to Online Dating

30 mins

### Breaking your Digital Addiction

15 mins

### Controlling Credit Card Debt

40 mins

### Develop 10 Healthy Work Habits

35 mins

### How to Increase Resilience

30 mins

### Learn to Set Boundaries

15 mins

### Learn to Worry Less

15 mins

### Love, Lies and Exaggeration

30 mins

### Managing Personal Finances

40 mins

### Overcoming Fears

20 mins

### Overcoming Setbacks

20 mins

### SNAP Out of a Slump

15 mins

### Survive Uncertainty and Fear

15 mins

### Understanding Lying and its Impact

30 mins





## ► Manage Stress and Overload 8 courses

### Dealing with Overload and Burnout

20 mins

NEW

### How to Cope in Harsh Times

40 mins

### Recover from My Mistake

15 mins

### SKILLS FOR ME – Manage Overload and Relieve Stress

30 mins

### Survive a Personal Crisis

15 mins

### Surviving Chronic Stress

20 mins

NEW

### Surviving Stress and Anxiety

30 mins

### What to do if Stressed

15 mins

## ► Confidence | Assertiveness | Self-Esteem 8 courses

### Be Assertive with Your Boss

15 mins

### Be Confident and Assertive

20 mins

### How to Build Your Self-Confidence

20 mins

NEW

### Improving Self-Esteem

20 mins

### Overcome a Knockback

15 mins

### Overcome a Writing Block

15 mins

### Overcoming Low Self-Esteem

15 mins

### Switch on Assertiveness

30 mins

## ► Physical Wellbeing 11 courses

### Manage Hygiene Boundaries and Give Feedback

30 mins

### Overcome Insomnia

15 mins

#### Pick Me Up Series

##### ► 01: Revive at Your Desk

10 mins

##### ► 02: Stand and Stretch

10 mins

##### ► 03: Stretch Break in the Hallway

10 mins

### Removing Tension

20 mins

### Stretching the Team

20 mins

### Taking a Power Nap at Work

20 mins

NEW

### The Psychology of Getting Fit

15 mins

### The Psychology of Losing Weight

15 mins

### Wellbeing and Balance

30 mins

# CAREERS, JOB INTERVIEWS & STRENGTHS



## ► Career Development | Resumes | Job Interviews 16 courses

### 4 Career Enhancers

40 mins

### 4 Essentials for Staff to Navigate Matrix Management

NEW

40 mins

### 4 Ways to Enhance Your Career

30 mins

### Answer Tough Interview Questions

15 mins

### Asking for a Pay Rise: Helpful Tips

15 mins

### Career Resilience: Confidence to Bounce Back

30 mins

### Creating a Powerful Resume

30 mins

### How to Do Well at Job Interviews

20 mins

NEW

### Impress at Job Interviews

20 mins

### Make a Great Impression

20 mins

### Make your New Job a Success

NEW

20 mins

### Navigating Career Change

20 mins

### Preparing for My Appraisal

20 mins

### Reinvent Yourself and Break Out of a Career Rut

15 mins

### Start a New Job Impressively from Day 1

NEW

20 mins

### SWOT: Elevate Your Resume and Profile

15 mins





## ► Develop Strengths | Self-Awareness | Employability Skills 22 courses

### ABLE: A Formula to be a High Achiever

15 mins

### Appreciate Feedback

20 mins

### Be a Forward Thinker: Develop Strategic Foresight

15 mins

### Be BRAVE at Work: Unleash Your Strengths

15 mins

### Build Employability Skills

20 mins

### Build Trust and Credibility

15 mins

### Contribute to the Team

20 mins

### Demonstrate Your Strengths

20 mins

### Develop Insight and Self-Awareness

20 mins

### Entrepreneur Skills

30 mins

### GIVE for Good

15 mins

### How to Study Effectively

15 mins

### I Uncovered My Blind Spots and Transformed Myself

30 mins

### Identify and Implement Your Personal Values

30 mins

### JOLT- Jump Out of Lazy Thinking

15 mins

### Presenting Your Business Case

40 mins

NEW

### PRICE Mistakes as Opportunities

15 mins

### Find Your Purpose and Reach Your Potential

15 mins

### Pay Attention to Detail and Accuracy

20 mins

NEW

### Remembering Names

15 mins

### Report Writing Made Simple

20 mins

NEW

### Self-Reflection for Insight and Growth

50 mins

NEW

# PERSONAL SUCCESS, GOALS & ORGANIZATIONAL SKILLS

## ► **Set Goals | Achieve Results | Be Accountable** 12 courses

**Achieve SMART Goals with Hope Theory**  
30 mins

**Always Take PRIDE in Your Work**  
15 mins

**Developing Personal Accountability**  
20 mins

**GOALS to Results**  
15 mins

**How to Achieve SMART Goals**  
30 mins

**KPIs are SMART Targets**  
15 mins

**PUSH for Results**  
15 mins

**Set and Achieve Goals**  
20 mins

**Understanding and Demonstrating  
Accountability**  
30 mins

**Using Goals to GROW**  
20 mins

**What is OKR? Objectives and Key Results**  
20 mins

**Work from Home Productively**  
15 mins



## ► Get Organized | Plan | Manage Time 10 courses

**4 Essential Skills – Planning, Organizing, Prioritizing and Completing** NEW

50 mins

**ABCDEFGH – Planning and Time Management**

35 mins

**De-Cluttering the Office**

20 mins

**Effective Time Management Strategies** NEW

25 mins

**How to Manage Your Time Successfully**

20 mins

**PLAN to Succeed**

15 mins

**Planning and Organizing**

20 mins

**Planning and Scheduling for Results**

30 mins

**Prioritize and Organize**

20 mins

**Stop 4 Time Wasters**

15 mins



## ► Positive Mindset | Motivation 9 courses

**Developing Successful Mindsets**

15 mins

**Emotions at Work**

30 mins

**Getting Motivated – It's all in the mind**

25 mins

**How to Develop Optimism**

15 mins

**Mind Over Mood**

15 mins

**Mindfulness at Work**

30 mins

**Reviving Your Motivation** NEW

20 mins

**SWAP for Positive Communication**

15 mins

**Switch on Your Motivation**

30 mins

## ► Communication Skills | Emotional Intelligence 10 courses

### 3 Core Skills to Communicate Clearly **NEW**

40 mins

### 4 Communication Skills Everyone Needs

30 mins

### 6 A's of Active Communication **NEW**

30 mins

### Be an Outstanding Listener

15 mins

### Boosting Emotional Intelligence

20 mins

### Communicate Effectively

20 mins

### Listening Actively

20 mins

### Responding Thoughtfully **NEW**

20 mins

### Speak Clearly and Concisely **NEW**

15 mins

### Ways to Increase Your Emotional Intelligence **NEW**

40 mins

# COMMUNICATION SKILLS & CRITICAL THINKING



## ► Conversation Skills | Empathy | Relationships 14 courses

### 4 Ways to Build Strong Relationships **NEW**

40 mins

### 5 Lessons in Understanding and Developing Empathy **NEW**

50 mins

### BUILD Relationships

15 mins

### Building Relationships

20 mins

### Conversation Skills Series **NEW**

- 01 Starting a Conversation 30 mins
- 02 Introducing and Describing Yourself 30 mins
- 03 Building Rapport 30 mins
- 04 Asking Questions in Conversation 40 mins
- 05 Listening and Showing Empathy 40 mins
- 06 Guiding the Conversation 40 mins
- 07 Making Suggestions 40 mins
- 08 Sharing Stories and Experiences 40 mins
- 09 Discussing Sensitive Topics 40 mins
- 10 Ending a Conversation 30 mins

## ► Presentation Skills 9 courses

### 4 Ways to Overcome Public Speaking Anxiety

NEW

50 mins

### 5 Essentials for Powerful Presentations

30 mins

### A Positive Approach To Public Speaking

30 mins

### Explaining Skillfully

20 mins

### How to Present to Camera

NEW

20 mins

### KISS – Keep it Short and Simple

15 mins

### Present Online with Impact

15 mins

### Presenting with Passion

20 mins

### SHARP Presentations

15 mins



## ► Critical Thinking | Logic 4 courses

### 3 Steps to Critical Thinking

30 mins

### 4 Ways to Develop Your Critical Thinking

40 mins

### Apply LOGIC

15 mins

### FACTS Have Impact

15 mins

## ► Meeting Skills 5 courses

### Effective Meetings with Agendas and Minutes

35 mins

### Formal Meeting Procedures

NEW

20 mins

### Lead Productive Online Meetings

20 mins

### Meeting for Results – Improve Your Meetings

20 mins

### Running a Fast Meeting

NEW

20 mins





# LEARNING ENGLISH WITH ESL COURSES

Four graded series of courses and videos to build language, using character-based comedy.

## 90 INTERACTIVE COURSES (40-60 mins)

### Courses include:

- Dramatized situations
- Grammar and language tips
- Vocabulary and idioms
- Practice activities
- Quizzes
- Learning resources

Developed by psychologist Eve Ash with linguistics expert Dr Fran Byrnes. Featuring the talented Cutting Edge team.

IELTS 3.0-4.0

SIMPLE ENGLISH

## Learn English – Beginners

20 x 1-hour courses

1. Hello
2. Numbers
3. Can you spell that?
4. About us
5. Where is it?
6. When?
7. How much? How many?
8. Meal time
9. Work
10. At the market
11. The weekend
12. At home
13. Vacation time
14. Online
15. I don't know
16. I love it
17. Doing things
18. Fun with friends
19. Are you OK?
20. Emergency!

# 90 CUTTING EDGE ENGLISH COMEDY COURSES + VIDEOS

Steps to success with learning English

IELTS 4.0-4.5

IELTS 5.0-5.5

IELTS 5.0-6.5

BASIC ENGLISH

ENGLISH AT WORK

ADVANCED ENGLISH

NEW

## Learn English – Intermediate 20 x 1-hour courses

1. Meeting people
2. Family and friends
3. Giving information
4. Thanks!
5. What do you do?
6. A typical day
7. Where can we meet?
8. What's happening?
9. Instructions and advice
10. You choose
11. Asking for help
12. How do you feel?
13. Let's go
14. How was your week?
15. Comparing
16. Do you like them?
17. Be careful
18. Chatting
19. Can I help?
20. What are you going to do?



## Learn English – Upper Intermediate 20 x 1-hour courses

1. Greeting and introducing
2. Saying where people are
3. Describing people
4. Asking questions
5. Saying what's needed
6. Giving reasons
7. Describing feelings
8. Making suggestions
9. Talking about rules
10. Communicating feedback
11. Complaining and criticizing
12. Clarifying and explaining
13. Agreeing and disagreeing
14. Discussing responsibilities
15. Giving warnings
16. Expressing ideas and attitudes
17. Apologizing
18. Encouraging others
19. Comparing and contrasting
20. Considering options



## Learn English – Advanced 30 x 40-minute courses

1. Building rapport at work
2. Making small talk
3. Communicating clearly
4. Asserting yourself
5. Dealing with stress and anxiety
6. Bridging cultural and personal differences
7. Dealing with indecision
8. Providing excellent service
9. Clarifying expectations
10. Collaborating for success
11. Planning at work
12. Managing time and deadlines
13. Leading and participating in meetings
14. Presenting information
15. Reporting on progress
16. Giving constructive feedback
17. Providing support and encouragement
18. Mentoring and coaching
19. Delegating
20. Preparing well for appraisals
21. Taking and demonstrating responsibility
22. Leading by example
23. Inspiring others
24. Encouraging innovation
25. Dealing with change
26. Persuading and influencing
27. Negotiating outcomes
28. Handling resistance and objections
29. Resolving disagreements
30. Dealing with inappropriate behavior

# HANDLING CONFLICT & DIFFICULT PEOPLE



## ► Conflicts | Difficult People 18 courses



**3 Inroads for Handling a Narcissist**  
30 mins

**3 Strategies to Help Because I am Being Abused** **NEW**  
40 mins

**4 Paths to Resolving Conflict**  
30 mins

**4 Strategies for Handling Difficult People**  
30 mins

**5 Steps to Mend a Strained Relationship** **NEW**  
50 mins

**Call out Inappropriate Behavior**  
20 mins

**Handle Difficult Behavior with Empathy and Accountability** **NEW**  
30 mins

**Handling Anyone Difficult**  
20 mins

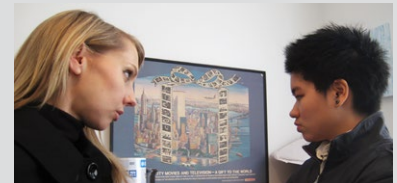
**How to Challenge Fake News** **NEW**  
20 mins

**How to Confront Someone** **NEW**  
20 mins

**How to Deal with Extreme Views** **NEW**  
20 mins

**How to Mediate Conflicts**  
30 mins

**How to Resolve a Personality Clash**  
40 mins



**How to Resolve Team Conflicts**  
30 mins

**Investigating Offensive Behavior – A Case Study** **NEW**  
30 mins

**Resolving Conflict**  
20 mins

**Responding to Awkward Personal Comments** **NEW**  
30 mins

**Working with a Moody Person**  
20 mins



## ► Complaints | Anger | Microaggression | Apologizing 10 courses

### Apologize and Take Responsibility

20 mins

### Calming a Complainer

30 mins

### CALM Yourself in 4 Steps

20 mins

### Coping with Unfairness **NEW**

20 mins

### Diffusing Anger

20 mins

### Handling a Complainer

20 mins

### Managing Your Own Anger

20 mins

### Resolve Complaints for Damage Control

40 mins

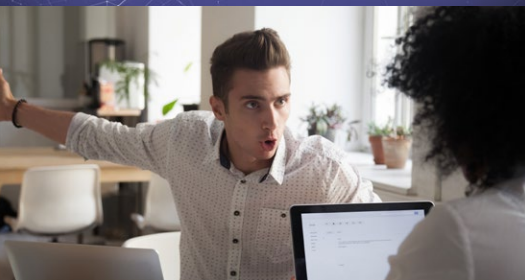
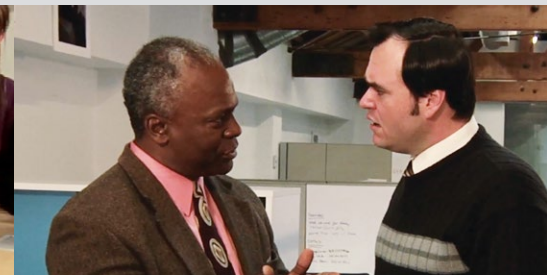
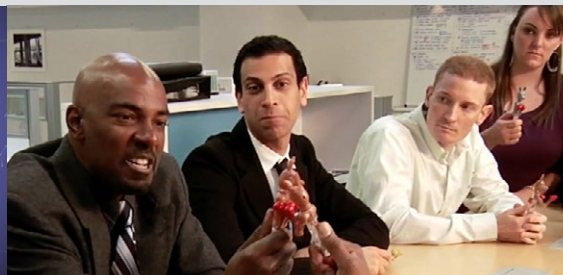
### Responding to Microaggression **NEW**

20 mins

### SKILLS FOR ME – Apologize and Reduce Conflict

30 mins

Count  
Accept  
Loosen  
Meditate





# MANAGE CRISES, SECURITY & SAFETY

## ► OH&S | Crisis Management | Safety Strategies 9 courses

### Achieving Best Practice in Crisis Management

30 mins

### Crisis Management Strategy Planning

30 mins

### Managing Crises

20 mins

### Minimize Risk – Be Prepared

30 mins

### Preparing for Emergencies

20 mins

### Running an Effective Crisis Simulation

30 mins

### SAFE in Emergencies

15 mins

### The Power of Checklists in Crisis Management

30 mins

### Working Safely

20 mins





## ► Security | Crime | Investigation

6 courses

### 6S Strategy for Security Against Scams

NEW

40 mins

### Asking Questions in an Investigation

30 mins

### Ensuring Security

20 mins

### Proactive About Safety and Security

30 mins

### Steps to Solve Workplace Accidents and Crimes

30 mins

### Understanding Crime and Upholding Safety

30 mins

# SERVICE, SALES, NEGOTIATION & INFLUENCE



## ► Customer Service | Sales 20 courses

### 4 Key Skill Sets for Salespeople **NEW**

40 mins

### 4 Top Skills for Customer Service Excellence **NEW**

40 mins

### 6 P's for Powerful Salespeople **NEW**

30 mins

### Boomerang – The Power of Reciprocity

25 mins

### Can I Help You?

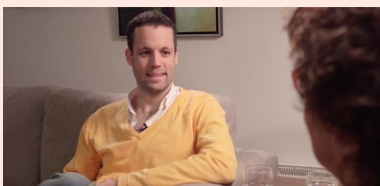
30 mins

### CARE in a Meaningful Way

20 mins

### CLEAR Service

20 mins



### Complaint Turnaround: Elevating the Customer Experience **NEW**

30 mins

### Consistent Sensational Service

30 mins

### Creating Positive Impressions

20 mins

### Engage with Clients Virtually

20 mins

### Enhancing Service

20 mins

### Exceed Service Expectations

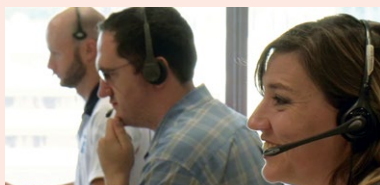
20 mins

### Kangaroo – Helping to be Happy

25 mins

### KEEP Promises

20 mins



Proactive  
Listen  
Understand  
Special

### Passion for Service Excellence

30 mins

### PLUS Service Champion

20 mins

### Starting Relationship Selling

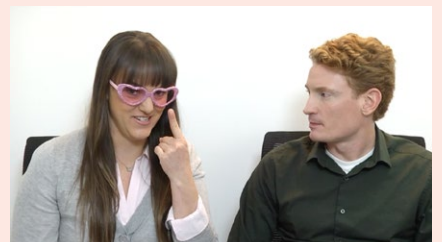
20 mins

### Switch on Caring

30 mins

### Switch on Service

30 mins

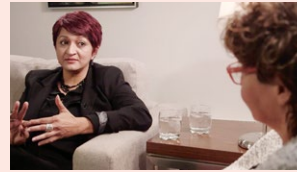


## ▶ Managing Sales/Service Staff 3 courses

### Service Level Agreement

#### SLA – Service Level Agreement

20 mins



#### Developing Sales Capabilities

30 mins



#### Teaching Basic Customer Service Greetings

20 mins



## ▶ Influence | Negotiation 10 courses

### Build Support for Your Proposal

30 mins

### Elevator Pitch

30 mins

### How Can You Influence Others?

20 mins



### How to Build Your Reputation and Sell Yourself

20 mins

NEW

### How to Negotiate Successfully

20 mins

NEW

### Inspire and Motivate Through Storytelling

20 mins

### Lobbying and Influence

30 mins

### Negotiating for Results – A Checklist

20 mins

### Negotiating for Success

20 mins

### Pitching and Influencing

20 mins

### Skills for Lobbying Government

30 mins



# MARKETING, BRAND, REPUTATION & SOCIAL MEDIA

## ► Brand | Reputation 8 courses

### Brand Marketing

30 mins

### Building Brand and Reputation

30 mins

### Building Your Personal Brand

30 mins



### Creating Your Brand Proposition

30 mins

### Managing Bad Press

30 mins

### Managing Crises and Brand Damage

30 mins



### Stakeholder Reputation Research

30 mins

### Verbal Branding

40 mins

## ► Marketing | Media | Social Media 7 courses

### 4 Essential Skills for Media Interviews

40 mins

NEW

### Call to Action - CTA

15 mins

### Increasing Website Traffic

30 mins

### Learning from 10 Marketing Mistakes

40 mins

### Mastering Social Media

20 mins

### Professional Social Media

30 mins

### The Value of Podcasts

30 mins



## ► Community 3 courses

### Man on the Bus – How to Tell Your Own Story

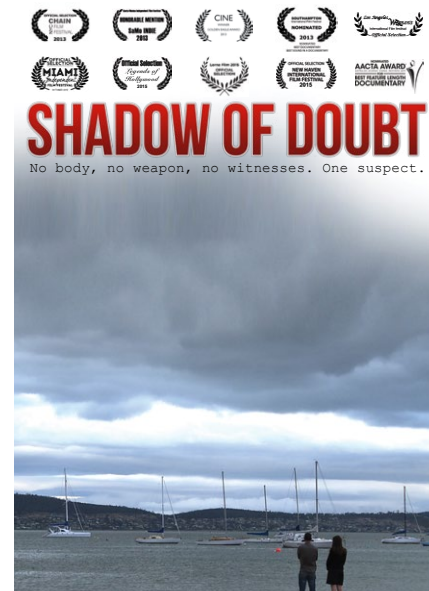
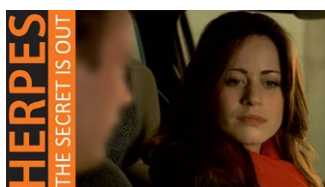
Be inspired to document and tell your own story.  
90 mins

### Shadow of Doubt – Citizen Investigation

A case study about searching for the truth.  
90 mins

### Genital Herpes and Cold Sores

All you need to know about HSV.  
40 mins



# YOUTH AND COMMUNITY

## ► Teaching Young Children 6 courses

### Effective Schools for Children

30 mins

### Finding My Magic – Children's Confidence

30 mins

### Finding My Magic – Children's Rights

90 mins

### Teaching Literacy to Children

40 mins

### Teaching Numeracy to Children

40 mins

### Training Children for Peer Mediation

40 mins



# FOREIGN LANGUAGE COURSES

An exciting range of eLearning courses – mainly Spanish (15-30 minutes)

## Leadership Skills

10 Spanish courses | 1 French

### 8 Leadership Sins you Can Avoid

- 8 Pecados de Liderazgo que Puedes Evitar - Español
- 8 Péchés de Leadership que Vous Pouvez Éviter - Français
- Gestionar el Cambio con Eficacia (Manage Change Effectively)
- Hacer del Mundo un Lugar Mejor (Make the World a Better Place)
- Liderar con Integridad **NEW** (Leading with Integrity)
- Liderar con Propósito: Inspirar Acciones con un Propósito **NEW** (Lead with Purpose – Inspiring Action with Why)
- Nuevo Gerente – Primera Reunión de Equipo **NEW** (New Manager – First Team Meeting)
- Nuevo Gerente – Reunión 1:1 con su Personal **NEW** (New Manager – Meet With Your Staff 1:1)
- Prepararse para ser un Nuevo Gerente (Get Ready to be a New Manager)
- Transformarse en un Líder Estrella (Transform into a Star Leader)
- Visión y Valores (Vision & Values)

## Compliance | Security | Safety

6 Spanish courses

- Comprender y Respetar el Cumplimiento Normativo **NEW** (Understanding and Respecting Compliance)
- Gestión de Conflictos de Interés **NEW** (Managing Conflicts of Interest)
- Protección de Datos e Información Confidencial en el Trabajo **NEW** (Protecting Data and Sensitive Information at Work)
- Respetar la Privacidad y Confidencialidad (Respect Privacy and Confidentiality)
- Respetar un Código de Conducta Profesional **NEW** (Respecting a Professional Code of Conduct)
- Una Guía para la Denuncia de Irregularidades **NEW** (A Guide to Whistleblowing)

## Managing Teams | Collaboration

8 Spanish courses

- Anime a sus Campeones (Encourage Your Champions)
- Cómo Delegar con Éxito **NEW** (How to Delegate Successfully)
- Consejos para Gestionar un Equipo Disfuncional **NEW** (Tips for Managing a Dysfunctional Team)
- Dirigir un Equipo a Distancia **NEW** (Leading a Remote Team)
- Entendiendo a la Generación Z **NEW** (Understanding Gen Z)
- Motivar a su Equipo con Conversaciones sobre su Carrera Profesional **NEW** (Motivate Your Team with Career Conversations)
- Motivar a un Compañero de Trabajo (Motivate a Co-Worker)
- Reglas Básicas del Equipo para una Colaboración Eficaz **NEW** (Team Ground Rules For Collaboration)

## Managing Performance | Learning

9 Spanish courses

- 4 Niveles de Evaluación del Aprendizaje **NEW** (4 Levels of Evaluating Learning)
- ¿Cómo Estudiar de Forma Eficaz? (How to Study Effectively)
- Dar Malas Noticias con Eficacia **NEW** (Give Bad News Effectively)
- Implementar la Tutoría Inversa (Implement Reverse Mentoring)
- Modelo 70:20:10 (70:20:10 Learning) **NEW**
- Planificación del Rendimiento – Establecer Objetivos y Construir Fortalezas **NEW** (Planning Performance – Set Goals and Build Strengths)
- Sobrevivir a un Colega Poco Fiable (Surviving an Unreliable Colleague)
- Tengo que Dar Retroalimentación a Alguien **NEW** (I Have to Give Someone Feedback)
- Tratando con un Gerente Incompetente (Dealing with an Incompetent Manager)

## Recruitment | Diversity | Respect

9 Spanish courses | 9 others

### Appreciating Diversity and Inclusion

10 foreign languages: Chinese, Dutch, French, German, Hindi, Japanese, Polish, Portuguese, Spanish, Turkish

- Cómo Reclutar Gerentes Efectivos **NEW** (Recruiting Effective Managers)
- Comprender la Interseccionalidad **NEW** (Understanding Intersectionality)
- Comprender la Neurodiversidad en el Trabajo **NEW** (Understanding Neurodiversity at Work)
- Conéctate con el Respeto (Switch On Respect)
- Desarrollar la Perspicacia y la Autoconciencia **NEW** (Develop Insight and Self-Awareness)
- Desarrollar la Tolerancia y el Respeto (Develop Tolerance and Respect)
- Entender el Capacitismo **NEW** (Understanding Ableism)
- Entrevista – Hacer Preguntas del Comportamiento (Ask Behavioral Interview Questions)

## Business Growth | Projects | Innovation

6 Spanish courses

- Comprender la Fluididez del Personal **NEW** (Understanding Workforce Fluidity)
- Escribir un plan de Negocios (Write a Business Plan)
- Evite la Pesadilla de un director de Proyecto (Avoid a Project Manager's Nightmare)
- Introducción a LEAN SIX SIGMA **NEW** (Introduction to LEAN SIX SIGMA)
- Resolver Problemas en 4 pasos (Solve Problems in 4 Steps)
- Tendencias que Determinan Nuestro Futuro en el Trabajo **NEW** (Trends Shaping Our Future at Work)

## Handling Conflict | Difficult People

9 Spanish courses

- **Cómo Confrontar a Alguien** (How to Confront Someone) **NEW**
- **Cómo Cuestionar las Noticias Falsas** (How to Challenge Fake news) **NEW**
- **Cómo Lidiar con Opiniones Extremas** (How to Deal with Extreme Views) **NEW**
- **¿Cómo Tratar las Quejas?** (Handling a Complainer)
- **Denuncia el Comportamiento Inapropiado** (Call Out Inappropriate Behavior)
- **Hacer Frente a la Injusticia** (Coping with Unfairness) **NEW**
- **Manejando Tu propia Ira** (Managing Your Own Anger)
- **Responder a las Microagresiones** (Responding to Microaggression) **NEW**
- **Trabajar con una Persona de mal Humor** (Working with a Moody Person)

## Careers | Job Interviews | Motivation

11 Spanish courses | 1 French

- **Cómo Tener Éxito en las Entrevistas de Trabajo** (How to Do Well at Job Interviews) **NEW**
- **Empieza un Nuevo Empleo de Forma Impresionante Desde el Primer Día** (Start a New Job Impressively from Day 1) **NEW**
- **Haz que tu Nuevo Empleo sea un Éxito** (Make your New Job a Success) **NEW**
- **La redacción de informes al alcance de todos** (Report Writing Made Simple) **NEW**
- **Pedir un Aumento de Sueldo** (Asking for a Pay Rise)
- **Piensa en el Futuro** (Be a Forward Thinker)
- **Reavivar tu Motivación** (Reviving Your Motivation) **NEW**
- **Responda Preguntas Difíciles de la Entrevista** (Answer Tough Interview Questions)
- **Salir de la Rutina Profesional** (Getting out of a Career Rut)
- **Sea Asertivo con su Jefe** (Be Assertive with your Boss)

### Getting Motivated – It's all in the mind

- **Motivarse, Todo está en la Mente** - Español
- **Se Motiver – Tout est dans la Tête** - Français

## Communication | Presentations | Meetings

9 Spanish courses | 1 Portuguese

- **Cómo presentarse a Cámara** (How to Present to Camera) **NEW**
  - **Conéctate con la Asertividad** (Switch On Assertiveness)
- Speak Clearly and Concisely** **NEW**
  - **Hablar Claro y Conciso** - Español
  - **Fale de Forma Clara e Concisa** - Portuguese
- **Liderazgo Productivo Reuniones en Línea** (Lead Productive Online Meetings)
  - **Organizando una Reunión Rápida** (Running a Fast Meeting) **NEW**
  - **Presentación en Línea con Impacto** (Present Online with Impact)
  - **Procedimientos de una Reunión Formal** (Formal Meeting Procedures) **NEW**
  - **Recordando Nombres** (Remembering Names)
  - **Sea un Oyente Excepcional** (Be an Outstanding Listener)

## Personal Success | Goals | Time | Challenges

15 Spanish courses

- **4 Pasos para Administrar Mejor el Dinero** (4 Steps to Managing Money Better)
- **Alcanza tu Potencial** (Reach Your Potential)
- **Alto 4 Tipos de Pérdida de Tiempo** (Stop 4 Time Wasters)
- **Cómo Desarrollar la Confianza en Uno Mismo** (How to Build Your Self-Confidence) **NEW**
- **¿Cómo Desarrollar el Optimismo?** (How to Develop Optimism)
- **Construir Confianza y Credibilidad** (Build Trust and Credibility)
- **Estrategias Efectivas de Gestión del Tiempo** (Effective Time Management Strategies) **NEW**
- **Prestar Atención a los Detalles y la Precisión** (Pay Attention to Detail and Accuracy) **NEW**
- **Recuperarme de mi Error** (Recover From My Mistake)
- **Sea Más Decisivo** (Be More Decisive)
- **Sobrevivir a la Incertidumbre y el Miedo** (Survive Uncertainty and Fear)
- **Superar el Bloqueo de la Escritura** (Overcome a Writing Block)
- **Superar la Baja Autoestima** (Overcoming Low Self-Esteem)
- **Superar un Rechazo** (Overcome a Knockback)
- **Trabajar desde Casa de Forma Productiva** (Work from Home Productively)

## Service | Sales | Negotiation | Influence

9 Spanish courses

- **¿Cómo Puede Influir en los Demás?** (How Can You Influence Others?)
- **Comprometerse con los Clientes de Forma Virtual** (Engage with Clients Virtually)
- **Cómo Negociar con Éxito** (How to Negotiate Successfully) **NEW**
- **Cómo Venderse a Sí Mismo y Construir su Reputación** (How to Sell Yourself and Build Your Reputation) **NEW**
- **Conéctate con el Servicio** (Switch on Service)
- **Conéctate con la Amabilidad** (Switch on Caring)
- **Consigue Apoyo para tu Propuesta** (Build Support for Your Proposal)
- **Motivar Contando Historias** (Motivate Through Storytelling)
- **Superar las Expectativas de Servicio** (Exceed Service Expectations)

## Mental Health | Physical Wellbeing

18 Spanish courses

- **¿Qué hacer si estás Estresado?** (What to Do if Stressed)
- **Aprender a Poner Límites** (Learn to Set Boundaries)
- **Aprender a Preocuparse Menos** (Learn to Worry Less)
- **Cómo Superar el Estrés Crónico** (Surviving Chronic Stress) **NEW**
- **Conciencia de los Problemas Comunes de Salud Mental** (Being Aware of Common Mental Health Issues) **NEW**
- **Entender y Afrontar los Ataques de Pánico** (Understanding and Dealing with Panic Attacks) **NEW**
- **Entendiendo la Depresión** (Understanding Depression) **NEW**
- **La Psicología de la Pérdida de Peso** (The Psychology of Losing Weight)
- **La Psicología de Ponerse en Forma** (The Psychology of Getting Fit)
- **Lidiando con la Sobrecarga y el Agotamiento** (Dealing with Overload and Burnout) **NEW**
- **Manejar la Crisis de los 40's** (Managing a Midlife Crisis) **NEW**
- **Priorizar mi Salud Mental** (Prioritizing My Mental Health) **NEW**
- **Rompe tu Adicción Digital** (Breaking Your Digital Addiction)
- **Sobrevivir a una Crisis Personal** (Survive a Personal Crisis)
- **Superar el Insomnio** (Overcome Insomnia)
- **Superar la Ansiedad** (Overcome Anxiety)
- **Superar la Soledad** (Overcoming Loneliness) **NEW**
- **Tomar una Siesta Energética en el Trabajo** (Taking a Power Nap at Work) **NEW**

