

BUILDING BUSINESS RELATIONSHIPS Core Learning Modules

1. Teamwork
2. Customer Service
3. Leadership
4. Ethics
5. Coping with Difficult People

Strongly recommended:

1. Business Etiquette
2. Professional Dining
3. Effective Meeting Organization

Recommended:

1. Listening Skills
2. Change Management
3. Mental Toughness
4. Diversity
5. Business Correspondence
6. Financial Literacy
7. Managing Stressful Situations
8. Workplace Technologies
9. Technology Law
10. Creative Problem Solving
11. National Issues Forum