



YOUNG WOMEN ON THE RISE

2021 PROGRAM SPECIAL

24 MONTH ACCESS
100 COURSES
OVER 700 VIDEOS
ON-LINE, 24/7 ACCESS
ONLY \$149*

**Special educational discount applied*

We are excited to present this unique leadership development program designed specifically for young women. This proprietary program is powered by Leadership Balance®.

PROGRAM INCLUDES:

- 100 courses, including the following topics: **Developing Leadership Skills**, **Achieving Emotional Intelligence**, **Women in Leadership**, **Building Trust**, **Managing Your Career**, **Public Speaking Strategies**, **Discovering Your Strengths**, and **more!**
- Access to the courses for 24 months
- **PLUS:** Access to over 700 Leadership videos
Examples of top videos by industry-recognized names: **Choose Your Attitude** (Bibliomotion), **Four Levels of Listening** (Mark Goulston), **Effective Project Management** (Brian Tracy), **The Art Of Listening** (Mr Myles Downey), **Dealing with Conflict: Move the Conversation Forward** (Sandra Crowe)



Having the opportunity to enroll in the Young Women on the Rise Program has made such a positive impact on me. As a recent graduate of Georgia Southern University, I am at the exciting beginning of my career in STEM. With access to thorough courses, modules, and videos I am able to develop the necessary skills for becoming an effective leader and communicator. I highly recommend enrolling in this program to invest in yourself and develop new skills.



LEADERSHIP
BALANCE®



Mind. Will. Heart.

- Angel VanEllison, Georgia Southern University Graduate and Software Engineer at Fiserv

TOLL FREE (866) 864-8200 | leadershipbalance.com/young-women-leadership

AVAILABLE COURSES

Abbreviating, Capitalizing, and Using Numbers
Achieve Productivity in Your Personal Life
Acting with Diplomacy and Tact
Aligning Goals and Priorities to Manage Time
Audience and Purpose in Business Writing
Avoid Procrastination by Getting Organized Instead
Basic Budgeting for Non-financial Professionals
Beating Procrastination by Boosting Your Creativity and Drive
Become a Great Listener
Becoming an Accountable Professional
Becoming More Professional through Business Etiquette
Becoming Your Own Best Boss
Bridging the Diversity Gap
Building Personal Power through Influence
Building Rapport with Your Boss
Building Your Presentation
Building Your Professional Network
Capturing the Attention of Senior Executives
Choosing and Using the Best Solution
Choosing the Right Interpersonal Communication Method to Make Your Point
Clarity and Conciseness in Business Writing
Confronting Your Assumptions
Conquering the Challenges of Public Speaking
Creating Well-constructed Sentences
Cultivating Relationships with Your Peers
Defining Alternative Solutions to a Problem
Developing a Personal Accountability Framework
Developing a Plan to Further Your Career
Developing an Effective Business Case
Developing Your Business Ethics
Difficult People: Can't Change Them, so Change Yourself
Difficult People: Strategies to Keep Everyone Working Together
Difficult People: Why They Act That Way and How to Deal with Them
Do We Have a Failure to Communicate?
Editing and Proofreading Business Documents
Ensuring Successful Presentation Delivery
Establishing Self-confidence for Life
Facing and Resolving Conflict in the Workplace
Forging Ahead with Perseverance and Resilience
Fundamentals of Business Storytelling
Gaining a Positive Perspective on Feedback
Getting the Details Right: Spelling Basics
Getting to the Root of a Problem
Getting Your Career on the Right Track
How Culture Impacts Communication
Improving Your Memory Skills
Improving Your Reading Speed and Comprehension
Improving Your Technical Writing Skills
Investigating Arguments
Keeping Business Calls Professional
Listening Even When it's Difficult to Listen
Make the Time You Need: Get Organized
Making an Impact with Non-verbal Communication
Managing Pressure and Stress to Optimize Your Performance
Maximize Your Productivity by Managing Time and Tasks
Navigating Challenging Situations with Diplomacy and Tact
Navigating Other People's Emotions
Navigating the Workplace with Emotional Intelligence
Navigating Your Own Emotions
Negotiating the Best Solution
Organizations Change So Get Ready
Organize Your Physical and Digital Workspace
Organizing Your E-mail
Overcoming Unconscious Bias in the Workplace
Overcoming Your Own Unconscious Biases
Personal Power and Credibility
Planning an Effective Presentation
Planning Meetings Fit for Purpose
Polishing Your Feedback Skills
Procrastination: Admitting it is the First Step
Reaching Goals Using Perseverance and Resilience
Reaching Sound Conclusions
Redefining Yourself after Organizational Change
Running Meetings in Better Directions
Self-improvement for Lifelong Success
Sending E-mails to the Right People
Staying Balanced in a Shifting World
Take a Deep Breath and Manage Your Stress
Taking Stock of Your Work/Life Balance
The Art and Science of Communication
The Art of Staying Focused
The Building Blocks of Building Trust
The Essentials for Anger Management
The First Steps in Negotiating
The Many Approaches to Facing Workplace Conflict
The Reality of Being a First-time Manager
Troublesome Words and Phrases: Common Usage Mistakes in Writing
Trust Building through Effective Communication
Uncovering and Utilizing Your Talents and Skills
Understanding Unconscious Bias
Unleashing Personal and Team Creativity
Using Active Listening in Workplace Situations
Using Communication Strategies to Bridge Cultural Divides
Using Performance Appraisals to Advance Your Career
Using Punctuation Marks
Using the Parts of Speech
Verifying and Building on Creative Ideas
Writing and Preparing an Effective Speech
Writing Effective E-mails and Instant Messages
Your Role in Workplace Diversity

TOLL FREE (866) 864-8200 | leadershipbalance.com/young-women-leadership