



# eTechnology Consultants Education Training Curriculum Options

#	Title	Category
1	Anger Management - Understanding Anger	Administration
2	Building Better Teams	Administration
3	Bullying in the Workplace	Administration
4	Change Management - Change and How to Deal With It	Administration
5	Conference and Event Management	Administration
6	Conflict Resolution - Getting Along In The Workplace	Administration
7	Effective Planning and Scheduling	Administration
8	Employee Dispute Resolution - Mediation through Peer Review	Administration
9	Facilitation Skills	Administration
10	Generation Gap - Closing the Generation Gap in the Workplace	Administration
11	Meeting Management - The Art of Making Meetings Work	Administration
12	Motivation Training - Motivating Your Workforce	Administration
13	Problem Solving & Decision Making	Administration
14	Risk Management	Administration
15	Stress Management	Administration
16	Team Building - Developing High Performance Teams	Administration
17	The Practical Trainer	Administration
18	Workplace Harassment - What It is and What to Do About It	Administration
19	Workplace Violence - How to Manage Anger and Violence in the Workplace	Administration
20	Bonus Classroom Activities and Handouts	Curriculum
21	Hop on the Web Science	Curriculum
22	Internet Tools for Tired Teachers	Curriculum
23	Substitute Teacher's Survival Guide	Curriculum
24	Microsoft Office Business Contact Manager 3	MS BCM
25	25 Ready-Made Excel Lesson Plans	MS Office
26	25 Ready-Made PowerPoint Lesson Plans	MS Office
27	25 Ready-Made Word Lessons	MS Office
28	Advanced Skills for the Practical Trainer	Training
29	Developing Your Training Program	Training
30	Survival Skills for the New Trainer	Training
31	The ABCs of Supervising Others	Training
32	Using Activities to Make Training Fun	Training