

	<i>Gold of the Desert Kings</i>	<i>The Search for the Lost Dutchman's Gold Mine</i>	<i>Square Wheels</i>	<i>The ABC's of Achievement</i>	<i>Power of Positive Negotiations</i>	<i>Coaching for Success</i>	<i>The Manager's Role in Training</i>	<i>Team Building</i>	<i>Communication</i>	<i>Train the Trainer</i>	<i>Managing Change in a Changing World</i>	<i>Leadership Dynamics</i>	<i>Just one a Day</i>	<i>50 Best Ways to Motivate, Recruit & Retain</i>	<i>Beyond Customer Service</i>	<i>Advanced Facilitation Skills</i>	<i>The 7 Habits of Highly Effective People</i>
Goal Setting Skills	▲	▲	▲									▲					▲
Team Building Activities	▲	▲	▲			▲	▲	▲	▲		▲	▲					▲
Leadership Skills	▲	▲	▲			▲	▲	▲			▲	▲					▲
Time Management	▲	▲					▲					▲					▲
Utilization of Resources	▲	▲	▲		▲		▲	▲			▲	▲	▲				▲
Shifting of Paradigms			▲	▲	▲	▲	▲					▲			▲	▲	▲
Change Management			▲	▲	▲		▲		▲		▲						▲
Coaching & Counseling			▲			▲	▲	▲			▲	▲					
Recruiting the Right Person					▲	▲	▲				▲	▲					
Retaining Your People							▲	▲	▲		▲	▲	▲	▲			
Interviewing					▲			▲			▲		▲				▲
Negotiating Skills		▲	▲		▲			▲			▲						▲
Closing Techniques				▲				▲					▲				
The Ability to Motivate				▲			▲		▲	▲							▲
Self Accountability	▲	▲	▲	▲	▲		▲				▲						▲
Supervising Others						▲	▲	▲	▲		▲						▲
How to be an Effective Presenter							▲		▲	▲					▲		
Be Able to Make Decisions	▲	▲		▲	▲												
Communicating Effectively	▲	▲				▲	▲	▲							▲		▲
Customer Services Ideas				▲		▲	▲	▲							▲		▲
Training Tips for Non-Trainers								▲	▲		▲				▲		▲
Facilitator Skills								▲	▲		▲				▲		▲