

Micro Course Monday – Essential Skills for The Workplace

Micro Course	Essential Skills for The Workplace
Date	Monday, September 23rd
Time	3:00-4:00pm
In-Person Location	Dana Hall 228 – campus map – parking in lot 5
Online Link	Live online in Collaborate
Presenter	Tonka Jokelova



Essential Skills for the Workplace will provide an overview of skills aimed at assisting you in excelling in the workplace. Topics addressing professional communication, active listening, critical/analytical thinking, working in teams, time management, and other essential soft skills will be covered.

Still interested in the topic?

Enroll in the non-credit Essential Skills for the Workplace microcredential offered October 9th, 16th, 21st, 23rd, 28th, and 30th from 5:00-7:30pm online in Brightspace.