

July



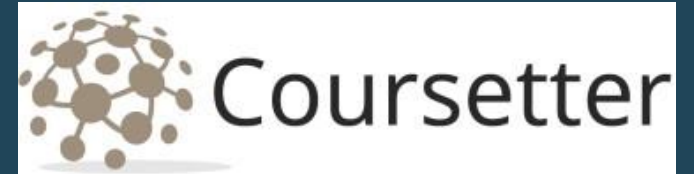
Coursetter

2021

Visit www.Coursetter.ca for more info.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	June 28 Stress Management	June 29 Harassment in the Workplace	June 30 <i>Harassment in the Workplace</i>	1 Canada Day – No Classes	2 Anger Management	3
4	5 Business Leadership: Become Management Material	6 <i>Business Leadership: Become Management Material</i>	7 <i>Business Leadership: Become Management Material</i>	8 Starting a Small Business	9 <i>Starting a Small Business</i>	10
11	12 Logistics and Supply Chain Management	13 <i>Logistics and Supply Chain Management</i>	14 Building Stronger Sales Relationships	15 <i>Building Stronger Sales Relationships</i>	16 <i>Building Stronger Sales Relationships</i>	17
18	19 The Fundamentals of Customer Service	20 <i>The Fundamentals of Customer Service</i>	21 Inventory Management	22 Skills for the Service Advisor	23 <i>Skills for the Service Advisor</i>	24
25	26 Communication Strategies	27 <i>Communication Strategies</i>	28 Purchasing and Procurement for the Beginner	29 <i>Purchasing and Procurement for the Beginner</i>	30 Change Management	31

August



2021

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Civic Holiday – No Classes	3 Cannabis and the Workplace	4 Leadership Essentials: Coaching, Delegating, and Motivating	5 <i>Leadership Essentials: Coaching, Delegating, and Motivating</i>	6 <i>Leadership Essentials: Coaching, Delegating, and Motivating</i>	7
8	9 Learn Time Management Skills	10 Creating a Positive Work Environment	11 Train the Trainer	12 <i>Train the Trainer</i>	13 <i>Train the Trainer</i>	14 <i>Both courses will run simultaneously – please register for one course only.</i>
15	16 Building Self Esteem and Assertiveness Skills	17 Crisis Management	18 <i>Crisis Management</i>	19 Develop Critical Thinking Skills	20 <i>Develop Critical Thinking Skills</i>	21 <i>Both courses will run simultaneously – please register for one course only.</i>
22	23 Accounting Skills for New Managers	24 <i>Accounting Skills for New Managers</i>	25 The Professional Supervisor	26 <i>The Professional Supervisor</i>	27 <i>The Professional Supervisor</i>	28 <i>Both courses will run simultaneously – please register for one course only.</i>
29	30 Negotiating for Results	31 <i>Negotiating for Results</i>	September 1 Logistics and Supply Chain Management	September 2 <i>Logistics and Supply Chain Management</i>	September 3 Anger Management	Both courses will run simultaneously – please register for one course only.
					Dealing with Conflict and Confrontation	