

Learning & Organizational Development General Enrollment Class Offerings:

June - November 2013

All sessions are held at 1599 Clifton Road, unless otherwise noted.

This is a partial listing of classes. Please browse the catalog at: <https://elmprod.emory.edu>



General Enrollment

We offer several courses for your professional development needs.

Setting Performance Expectations

Tues, June 11th, 8:30 am – 12:30 pm, \$60

Wed, August 28th, 8:30 am – 12:30 pm, \$60

Reviewing Performance Progress

Wed, June 12th, 8:30 am – 12:30 pm, \$60

Thurs, August 29th, 8:30 am – 12:30 pm, \$60

Civil Treatment for Employees

Thurs, June 13th, 8:30 am – 12:30 pm, \$60

Wed, October 9th, 8:30 am – 12:30 pm, \$60

Managing Performance Problems

Tues, July 16th, 8:30 am – 12:30 pm, \$60

Thurs, November 7th, 8:30 am – 12:30 pm, \$60

Navigating Beyond Conflict

Wed, July 17th, 8:30 am – 12:30 pm, \$60

Wed, October 16th, 8:30 am – 12:30 pm, \$60

Influential Leadership

Thurs, July 18th, 8:30 am – 12:30 pm, \$60

Tues, September 24th, 8:30 am – 12:30 pm, \$60

Achieving Your Leadership Potential

Tues, August 6th, 8:30 am – 12:30 pm, \$60

Wed, November 6th, 8:30 am – 12:30 pm, \$60

Fantastic Service Behaviors

Tues, August 13th, 8:30 am – 12:30 pm, Free

Tues, November 5th, 8:30 am – 12:30 pm, Free

Civil Treatment for Managers

Wed, August 14th, 8:30 am – 5:00 pm, \$125

Thurs, October 24th, 8:30 am – 5:00 pm, Free

Feedback Essentials

Thurs, August 15th, 8:30 am – 11:30 am, Free

Communicating with Impact

Tues, August 27th, 8:30 am – 12:30 pm, \$60

Wed, October 23rd, 8:30 am – 12:30 pm, \$60

Situational Leadership

Wed, September 25th, 8:30 am – 5:00 pm, \$125

Increasing Personal Effectiveness (IPE)

Day 1 – Thurs, September 26th, 8:30 am – 4:30 pm

Day 2 – Thurs, October 3rd, 8:30 am – 4:30 pm

\$125 (for both days)

Project Management

Thurs, September 26th, 8:30 – 5:00 pm, Free

Coaching for Peak Performance

Tues, October 1st, 8:30 – 12:30 pm, \$60

Crucial Conversations

Day 1 – Tues, October 8th, 8:30 am – 5:00 pm

Day 2 – Tues, October 15th, 8:30 am – 5:00 pm

\$225 (for both days)