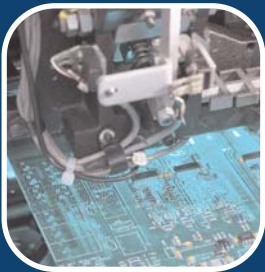


CORPORATE & PROFESSIONAL TRAINING



In today's ever-changing workforce, it's important for businesses and employees to be prepared for the challenges they'll face in their field. That's why Corporate & Professional Training at McLennan Community College offers flexible training programs and consulting services to improve both individual careers and entire businesses.



Individuals can get certified in a number of fields and take continuing education classes either on campus or online. Fast-track courses allow students to learn essential business skills in an accelerated format.



Companies can choose consultations or customized training sessions that will meet their particular objectives and needs. Corporate & Professional Training provides instruction in a number of key areas to help transform the workplace and improve performance. Customized sessions can take place on location or on campus at one of MCC's many facilities.

Course topics include:

- Leadership
- Leading and Managing Change
- Coaching Others for Top Performance
- Managing Performance of Others
- Maximizing Your Supervisory Potential
- Accelerating Team Productivity
- Teambuilding
- Customer Service
- Coaching for Stellar Service
- Entry Level Supervisory Training
- Work Skills
- WorkPlace Spanish for Businesses (Customized)
- Disc Personality Profiling
- Computer Applications
- Workplace Violence
- Sexual Harassment
- Customized Training (Based on Business' needs)
- Online Training through Ed2Go, Learn it Online, 360 Online and American Management Association - www.mcctrainingsolutions.com

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