



REMOTE WORK SKILLS TRAINING

Beat the work-from-home slump with techniques and tools to keep you and your team productive and engaged.

Date: August 7th

Location: Zoom

Time: Part 1: 9 AM - 12 PM, Part 2: 1 PM - 4 PM

Faculty: Allison Watts, Associate Professor of Management and Jane Brooker, Instructor in Management

Cost: \$99 for 1 part or \$149 for both

Course Description

Part one of this two-part boot camp focuses on the core skills needed for all remote workers, such as self-management, time-management, organizing and planning, and communication.

Part two focuses on the skills required for building and leading remote teams, such as effective remote communication, vision and goal formulation, and training and counseling employees.

At the end of the boot camp, you'll receive a Certificate of Completion and a personalized plan for more effective remote work.

To register, visit:

apply.ship.edu/register/RemoteWorkSkills



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