This Course Collection is designed to provide core managerial skills in people management, operations, finance, and coaching.

Who this is for
New managers, aspiring managers, or existing managers looking to upskill and refresh their core competencies.

COURSES INCLUDE:
- Influencing People
- Inspiring and Motivating Individuals
- Introduction to Negotiation: A Strategic Playbook for Becoming a Principled and Persuasive Negotiator
- Leadership Through Social Influence
- Conflict Transformation
- Introduction to Public Speaking

This Course Collection features courses from the University of Washington, the University of Michigan, Yale University, and Northwestern University.
Influence & Negotiation

University of Michigan

Influencing People

DESCRIPTION
This course will improve your ability to influence people in situations where you cannot use formal authority. You will learn about effective ways to build, develop, and sustain a power base in your organization. You will also learn influence tactics that enable you to be more persuasive and influential in working with your superiors, peers, and even subordinates.

SKILLS ACQUIRED
- Influencer Marketing
- Management
- Leadership
- Social Skills
- Voting

TOPICS
★ Building Your Base of Power
★ Influencing People Without Relying on Formal Authority
★ Developing High-Quality Relationships to Enhance Influence and Power
★ Protect Yourself from Unwanted Influence

PRACTICE
- Quizzes: 4
- Peer-Reviewed Assignments: 2
- Programming Assignments: 0

TIME
~10.7 total hours
~4.5 hours of video
~6.2 assignment hours

SPECIALIZATION
Leading People and Teams

RATING
4.7 out of 5 stars ★★★★★

TAUGHT BY
Maxim Sytch
Michael R. and Mary Kay Hallman Fellow

Scott DeRue
Edward J. Frey Dean

Link to course
Peer-Reviewed Assignments
Programming Assignments
SKILLS ACQUIRED
- Leadership
- Communication
- Goal Setting
- Smart Criteria
- Communications Management

University of Michigan

Inspiring and Motivating Individuals

DESCRIPTION
In this course, you will learn how to create a shared vision for your team and effectively communicate it to your teammates. You will also learn how to set effective goals and expectations in a way that best enables your team to attain the shared vision. Finally, you will understand the most important drivers of performance across cultures, and will learn to align rewards with desired behaviors.

TOPICS
- Becoming a Visionary Leader
- Setting Effective Goals and Expectations
- Understanding Human Needs and Drivers of Performance Across Cultures
- Aligning Rewards and Behavior

PRACTICE
- 4 Quizzes
- 2 Peer-Reviewed Assignments
- 0 Programming Assignments

SPECIALIZATION
- Leading People and Teams

RATING 4.8 out of 5 stars

TIME
- ~15.2 hours total
- ~3.8 hours per week
- ~5.4 hours of video
- ~7.6 assignment hours

TAUGHT BY
- Maxim Sytch
  - Michael R. and Mary Kay Hallman Fellow
- Scott DeRue
  - Edward J. Frey Dean
A Strategic Playbook for Becoming a Principled and Persuasive Negotiator

**DESCRIPTION**

This course will help you be a better negotiator. Unlike many negotiation courses, we develop a framework for analyzing and shaping negotiations. This framework will allow you to make principled arguments that persuade others. It will allow you to see beneath the surface of apparent conflicts to uncover the underlying interests.

**TOPICS**

- Introduction / What is the Pie?
- Negotiation Caselets
- Zincit Case
- Outsider Case

**PRACTICE**

- Quizzes: 6
- Peer-Reviewed Assignments: 1
- Programming Assignments: 0

**TIME**

- Total hours: ~21.9
- Hours per week: 2.4
- Hours of video: ~9.1
- Assignment hours: ~12

**SPECIALIZATION**

- Rating: 4.8 out of 5 stars

**TAUGHT BY**

Barry Nalebuff
Yale School of Management
Leadership Through Social Influence

DESCRIPTION
This course will provide learners with a systematic general framework for analyzing persuasive influence situations. Learners will be able to identify different challenges faced by persuaders and to fashion appropriate strategies for addressing those challenges. The broad goal is to provide learners with not an extensive persuasion tool kit and an understanding of how they are used.

SKILLS ACQUIRED
- Communication
- Leadership

TOPICS
- Influencing Attitudes
- Influencing Social Factors
- Influencing Perceived Ability
- Converting Intentions into Action

PRACTICE
- Quizzes: 4
- Peer-Reviewed Assignments: 0
- Programming Assignments: 0

TIME
- ~5 hours total
- ~1.2 hours per week
- ~1.7 hours of video
- ~3.3 assignment hours

SPECIALIZATION
Organizational Leadership

TAUGHT BY
Daniel O’Keefe
Owen L. Coon Professor
SKILLS ACQUIRED

- Active Listening
- Facilitation
- Communication
- Interaction
- Positive Psychology

Conflict Transformation

DESCRIPTION

This course introduces you to the concept of conflict transformation and how it differs from conflict resolution, management, and prevention. We'll see how conflict offers opportunities for constructive change, and we'll explore different tools and methods for engaging conflict constructively.

TOPICS

- ★ Conflict as an Opportunity
- ★ Know Thyself: How Do You Respond to Conflict and Why?
- ★ Analyzing Conflict
- ★ Doing Well in the Middle

PRACTICE

- 0 Quizzes
- 5 Peer-Reviewed Assignments
- 0 Programming Assignments

SPECIALIZATION

RATING 4.8 out of 5 stars ★★★★★

TIME

- 11.2 total hours
- 2.2 hours per week
- 3.1 hours of video
- 3.7 assignment hours

TAUGHT BY

Ellen Ott Marshall
Associate Professor
SKILLS ACQUIRED

- Public Speaking
- Speech
- Confidence
- Presentation
- Writing

DESCRIPTION

This course gives you a reliable model for preparing and delivering effective presentations. In business, in school, and in public life, we are often called upon to "make a few comments." Often, people tasked with such speeches become flummoxed. This course is designed to help you shine where others falter.

TOPICS

★ Understanding speech
★ Making ideas compelling and memorable
★ Illustrating and delivering your ideas
★ Overcoming your fear of public speaking and developing great delivery

PRACTICE

- 4 Quizzes
- 4 Peer-Reviewed Assignments
- 0 Programming Assignments

SPECIALIZATION

Dynamic Public Speaking

RATING

4.8 out of 5 stars

TIME

~13.9 hours total
2.8 hours per week
~4 hours of video
~9.9 assignment hours

TAUGHT BY

Matt McGarrity
Principal Lecturer