

ENHANCING COLLABORATION

Class Format:

On-site & Virtual

In today's workplace you need to collaborate with a multi-generational staff. People younger than you may hold positions of power or compete for the same promotion. There are now five generations working together, each with a radically different way of communicating and completing tasks. This training shows you how to collaborate with and amongst coworkers in different age groups.

IN THIS COURSE, YOU WILL:

- How to write in accordance with the purpose of the written product
- Utilize strategies and frameworks to analyze the needs of the audience
- Learn techniques to edit your own work or another's written work product
- Establish SMART goals for continuous improvement in written communication
- Become Familiar with Techniques for Overcoming Writer's Block



ENROLL TODAY!

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