

## **"Essential Leadership Skills for Every Supervisor & Manager"**

### **Leadership Skills Education:**

How do you optimize your management's productivity? Or, how do you prepare your top achievers for leadership? Not sure? These are some of the biggest issues in organizations today. BridgeFront's essential leadership skills education will help your leaders become effective managers and supervisors.

#### **Current Courses Include:**

- ◆ A Question of Evidence: Behavior-Based Interviews
- ◆ Coaching: The Power of Questions
- ◆ Cost Containment
- ◆ Delivering Feedback: Fixing Performance Problems
- ◆ Four Cs of Coaching Skills
- ◆ Getting Generations to Work Together



### **Expert Authors:**

We want nothing more than for your company to see real results. All courses are designed for the adult-learner and use a wide variety of technologies to engage the learner. Course authors are experts in their field of study.

### **Customizable Content:**

You can even edit any course content/tests, and add organization-specific course pages and test questions.

### **About Us:**

Rated a top-tier provider by our clients, BridgeFront provides online education for healthcare, government, business, and education. Our technology allows organizations to take our courses as-is, to modify our courses, or build their own. We provide expertise in compliance, the revenue cycle, clinical, and customer service communications.

### **Features & Benefits:**

**Variety of Course Topics**—Choose from topics such as interviewing techniques, basic coaching skills and feedback discussions.

**Video & Audio**—Students will enjoy the skill-building and interactive video and audio on various pages throughout the courses.

**Available Online 24/7**—Web-based course can be taken on any internet-connected computer anytime, anywhere.

**Virtual Bookmark & Notes**—Students can take notes online and bookmark their place in the course to continue at a later time, if needed.

**Certificates**—Printable "Certificates of Mastery" are available once the course and test has been passed.

**Customizable**—Courses can be easily customized with your organization's information, such as policies and procedures.

**Economical & Green**—No costly instructors, classrooms, available online 24/7 and helps preserve our environment by saving on costly energy.

**Testing**—Review questions and testing engages the student and makes it easy to document employee education.

**Progress Reports**—Easily view and create custom progress reports every step of the way. Print or export as a Excel spreadsheet or PDF.

*"I just completed my training yesterday and thought it was the most interesting and informative training I've had in quite a while. It kept my interest and gave me a fantastic outlook on the processes I need to understand."*

- Cheryl Sherlock, Kaiser Permanente