



Being Productive while working from home



How to Be Hyper Productive When Working From Home Off-Site

Discover these hyper-productivity secrets and how to apply them to home-based job or work-from-home business.



Work From Home: Where to Start and How to Succeed

How to get started, organised, increase efficiency and maximise productivity while working in your home environment.



Build your Resilience in the Face of a Crisis

Discover three strategies for taking care of your mental health and build your mental resilience through mindfulness.



5 Ways to Work From Home More Effectively

How to stay focused and productive.



Dual-career Couples



Couples who survive crises with their relationship and careers intact are those who discuss and agree on certain principles as the crisis begins.



How Dual-career Couples Can Work Through the Coronavirus Crisis

Five key questions to ask yourself and your partner.



How Dual-career Couples Make It Work

Successful partnerships sidestep predictable traps and master three challenging transitions.



Finding Balance as a Dual-career Couple

Optimize your time and energy - as a unit.



Navigating Tradeoffs in a Dual-Career Couple

Overcome society's expectations and negotiate what you both want.



Why Working Couples Need to Talk More About Power

Take time to be curious about each other's ambitions - professional or otherwise.





Effective Communications



3 Ways to Make Your Writing Clearer

Writing is hard, and writing under deadline pressure is even harder.



Email Etiquette: Write More Effective Emails At Work

Learn how to write emails that get results and build better working relationships.



Write Better Emails: Tactics for Smarter Team

Learn simple email writing skills that will help you become a better communicator and influencer with your team.



The Guide to Deliberate Listening

Break down incoming communication with intention - what is the actual message they are trying to get across?



How to Give a Webinar Presentation

Strategies to make the experience less awkward for you and your audience.



Leading Through Crisis



4 Behaviors That Help Leaders Manage a Crisis

How to train your team.



What's Your Company's Emergency Remote-Work Plan?

Five steps to prepare for a potential disruption.



Coronavirus is Widening the Corporate Digital Divide

Digital transformation has become a necessity-and it's separating the organizational haves from the have-nots.



Lead Your Business Through the Coronavirus Crisis

Twelve lessons on analyzing data, communicating information, and protecting your employees.

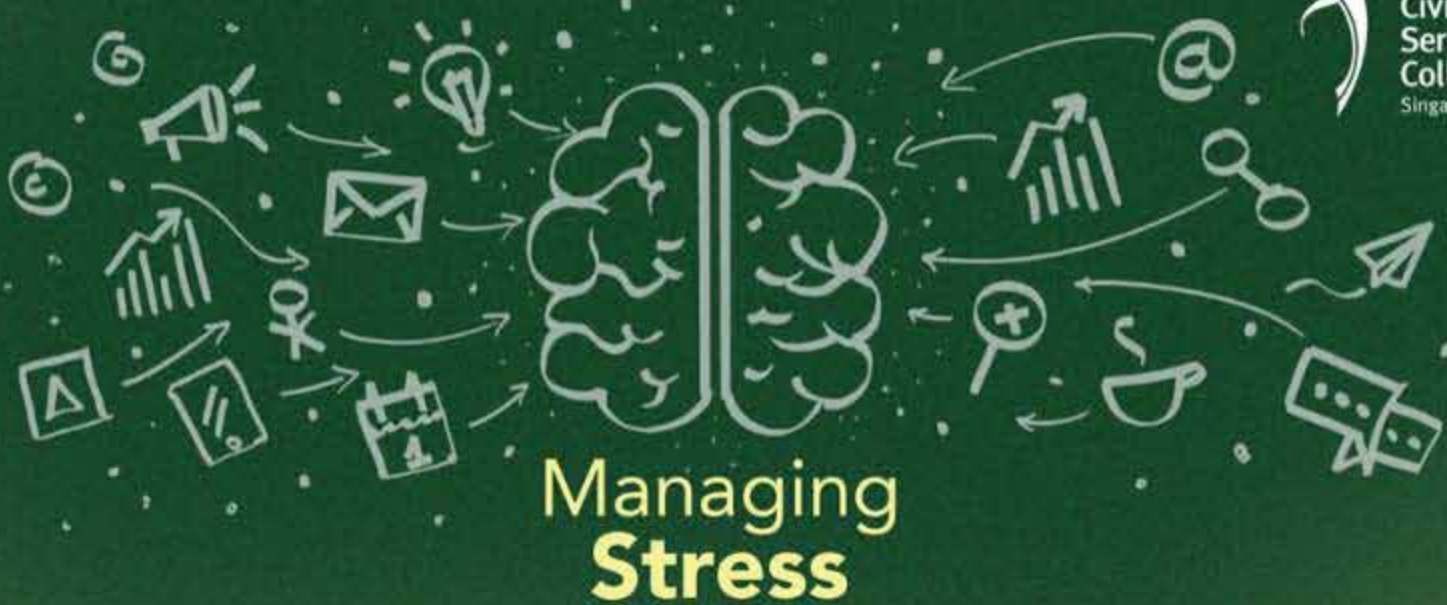


The Coronavirus Crisis Doesn't Have to Lead to Layoffs

Leaders can approach this challenging time with flexibility, transparency, and compassion.



LEARNING
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Stress Management: 40+ easy ways to deal with stress

Apply over 40 different ways to manage your stress.



Work from Home - Work Life Balance and Time Management

Learn proven tools for time management, productivity and efficiency.



The Stress Detox: Reduce Stress and Burnout In The Workplace

Master your mind with a simple meditation to develop your self-awareness.



Anxiety and Stress

Discover the practical approach to achieve joy and control in your life.



Introduction to Stress Management

Counter work stress by participating in the activities you love.





Creating a Mindset For Change

Enables you to create thoughts and actions that align with the outcomes you want.



Master Your Mindset and Brain: Framestorm Your Way to Success

Understand the key principles behind Framestorm and how to apply them.



Develop Daily Self-Discipline

Develop everyday habits to build self-discipline and achieve your goals.



The Complete Daily Positive Habits Building Course

Increase happiness and decrease procrastination using SSP brain training.



How an Ecosystem Mindset Can Help People and Organisations Succeed

Start with small experiments and fail outward.



TOP 5

MOST POPULAR TITLES FROM



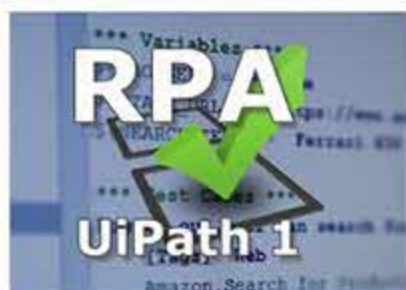
Cooper Crash Course: Design Thinking in 3 Steps

Understand your audience, envision a creative solution, and test your prototype by Cooper Professional Education



Complete Python Bootcamp: Go from zero to hero in Python 3

Learn Python like a Professional! Start from the basics and go all the way to creating your own applications and games!



UiPath - Level 1 Robotic Process Automation

Learn UiPath the top RPA tool and automate your first process!



The Data Science Course 2020: Complete Data Science Bootcamp

Complete Data Science Training: Mathematics, Statistics, Python, Advanced Statistics in Python, Machine & Deep Learning



12 Strategies for Dealing With Difficult People

Learn how to confidently implement different strategies for dealing with difficult people.



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How to get people to **participate in virtual meetings**



How to Raise Sensitive Issues During a Virtual Meeting

Create safety so people can open up.



How to Run a Great Virtual Meeting

Civility and respect must rule.



Virtual Meetings Don't Have to Be a Bore

You can still feel connected from afar.



What Everyone Should Know About Running Virtual Meetings

Bad meetings are the biggest barrier to flexible work.



Five Tips for Better Virtual Meetings

Some simple guidelines that have been seen to make virtual meetings successful.



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How to get people to participate in virtual meetings



How to Get People to Actually Participate in Virtual Meetings

Stop the multitasking already!



What It Takes to Run a Great Virtual Meeting

Twelve keys to success.



Art of Managing Virtual Teams: Eight Key Lessons

A company's ability to seize an opportunity often depends on how fast it can field a team of talented individuals.



Maintain Momentum with Focused Meetings

The most effective meetings have a rhythm or format. And everyone knows what to expect.



Getting Virtual Teams Right

The earliest virtual teams were formed to facilitate innovation.





Safe Distancing **Working from Home**



How to Actually Work... When You're Working from Home

Because boundaries are fuzzy, you could either burn out or not get anything done.



Coping with Fatigue, Fear, and Panic During a Crisis

A framework for getting yourself out of survival mode.



How Bad Times Bring Out the Best in People

Lessons from one local bank's response to Hurricane Katrina.



Build Your Resilience in the Face of a Crisis

Three strategies for taking care of your mental health.



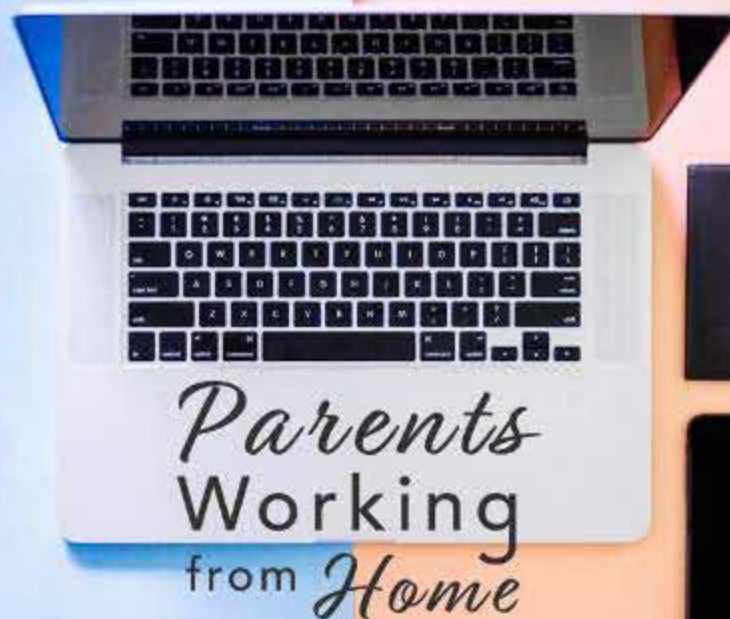
Balancing Work and Elder Care Through the Coronavirus Crisis

Build a routine that works for those you care about - and for you.



LEARNING ALL WAYS





Parents
Working
from Home

When you're going to be fighting for every inch of productivity, you want each day to feel like an established habit, no wasted time on wondering what's for lunch or when we're going outside to play.



A Guide for Working (From Home) Parents

Try to keep as many old routines as possible.



How Working Parents Can Let Go of Perfectionism

Start with a bit of self-compassion.



How Working Parents Can Prioritize Sleep

When you think you don't have time for it is when you need it the most.



How Working Parents Can Regain Control Over Their Lives

It all comes down to your values.



How to Work from Home When You Have Kids

It takes more than a home office.



How to Promote Digital Learning Within Your Organisation?



4 Ways to Create a Learning Culture on Your Team

Start by hiring curious people.



4 Habits of People Who Are Always Learning New Skills

Make the time and stay motivated.



Using Design Thinking to Embed Learning in Our Jobs

The focus should be on employee experience.



The Transformer CLO

Stop avoiding what scares you.



Make Sure Everyone on Your Team Sees Learning as Part of Their Job

Set an example by learning something new yourself.



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HOW TO ENCOURAGE DIGITAL LEARNING WITHIN YOUR ORGANISATION



Making Strategy: Learning by Doing

A three-stage method executives can use to conceive and implement a creative and coherent strategy.



Real-Time Learning: How the Best Companies and Leaders Make It Happen

Learn how you, too, can capture the lessons of experiential learning.



What MIT Is Learning About Online Courses and Working from Home

An interview with Peter Hirst, director of Executive Education at the MIT Sloan School of Management.



Your Organization Needs a Learning Ecosystem

It will help you keep great talent from walking away.



Building a Learning Organization

Three critical issues must be addressed before a company can truly become a learning organization: meaning, management, and measurement.



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