

LinkedIn Learning Supervisory Skills Collection:

Course Title	Course Length	Course Description
Influencing Others	41 minutes	How to influence others when you're at the "pivot point of influence," by applying 18 scientifically confirmed methods.
Effective Listening	1 hour & 4 minutes	How to assess your current listening skills, understand the challenges to effective listening (such as distractions!), and develop behaviors that will allow you to become a better listener—and a better colleague, mentor, and friend.
Balancing Multiple Roles as a Leader	36 minutes	This course dives into the different roles leaders play—from manager to motivator—and shares strategies that can help you effectively balance them for greater success.
Coaching and Developing Employees	54 minutes	How skills like open-ended question asking, listening, challenging for growth, and accountability can increase your employees' autonomy and problem-solving capacities.
Interpersonal Communication	37 minutes	Shares techniques for getting your message across effectively in the workplace, and explains how to tackle potential communication challenges with your colleagues and supervisor.
Communicating with Empathy	1 hour & 14 minutes	This course explains the principles of empathetic communication and shares specific strategies to help improve your approach to difficult conversations.
Transitioning from Individual Contributor to Manager	1 hour & 15 minutes	This course explains how to step into your new management role on the right foot. The instructor shares strategies to help you make the shift from focusing on your own performance as an individual contributor to focusing on the success of your team as a manager.
Giving and Receiving Feedback	48 minutes	How to give effective feedback, ask for feedback, and use the responses you receive as a tool to improve personal performance. These tips will help lead you into a cycle of continuous development, and a growth mindset that can help propel your career and your relationships forward.
Managing a Multigenerational Workforce	56 minutes	This course helps managers gain an understanding of the complexity of leading a workgroup comprised of four or even five generations: traditionalists, baby boomers, Gen Xers, millennials, and Gen Zers.
What is Compassionate Management?	6 minutes	Hear from Jeff Weiner, the CEO of LinkedIn, about the rationale for exercising compassion in leadership. Jeff shares how he turned his past experiences into valuable lessons that influence the way he approaches business today.
Run Effective Meetings	3 minutes	This course explains the fundamentals of project management, from establishing project goals and objectives and building a project plan to managing resources and work, meeting deadlines, and closing the project.
Igniting Emotional Engagement	46 minutes	In this course, shares how to determine which situations require emotional buy-in, who to engage, and what to say.
Coaching Employees through Difficult Situations	47 minutes	This course helps new and experienced managers address some of the most frequent coaching challenges.

Transitioning from Manager to Leader	1 hour	This course will help you shift for mindset from manager to leader. You will learn specific skills to further enhance your personal growth, expand your perspective, and learn how to cultivate and nurture a stellar team.
Coaching Skills for Leaders and Managers	34 minutes	In this course, leadership expert Sara Canaday shares the differences between managing, training, and coaching, and provides managers with coaching models and skills to support the development and growth of their employees.
Facilitation Skills for Managers and Leaders	43 minutes	This course explains how facilitation skills can help create high performing teams. You will learn how to develop these facilitation skills and implement them into your role.
Leadership Foundations	40 minutes	This course discusses the basics of leading yourself and leading others. You will learn how to lead across differences and cultivate a more inclusive workplace, establish trust, build relationships up, down, and across the organization, lead through difficult conversations, and more!
Time Management Fundamentals	2 hours & 43 minutes	Effective time management is an indispensable skill. Best-selling author and business coach Dave Crenshaw lays the theoretical and practical foundations for managing your time and becoming more productive. Learn how to get more done in the shortest time possible and avoid the obstacles and distractions that can get in the way of good time management.
Managing Meetings	1 hour & 39 minutes	In this course, learn how to make your meetings count. Follow Chris Croft as he provides a practical, step-by-step guide to setting up and facilitating meetings, diving into a variety of topics ranging from choosing your meeting format—online or in-person—to using visual aids.
Communicating Across Cultures	32 minutes	In this course, you will learn simple techniques to build your cross-cultural communication skills. You will learn how to adapt your communication style, overcome hidden bias, and build rapport with colleagues around the world.
Conflict Resolution Foundations	51 minutes	Improve your relationships with your coworkers, clients, and managers and find your way through conflict back to cooperation. In this course, negotiation and leadership coach Lisa Gates shares the secrets of effective conflict resolution and reveals simple, repeatable techniques that apply in most business situations.
Managing Employee Performance Problems	58 minutes	This course is designed to add knowledge, tactical actions, and communication strategies to your management toolkit, so you can proactively manage employee performance. Leadership coach JoAnn R. Corley-Schwarzkopf explains how to create coaching solutions that work, conduct difficult conversations, make hard decisions, and turn performance management into an ongoing activity at your organization.
Building High Performance Teams	1 hour & 50 minutes	In this course, leadership-training expert Mike Figliuolo shows you how to create and lead the teams that get more done for their organizations. Learn about the seven elements of a high-performance team, and the techniques necessary to set direction, gather and deploy the right resources, prioritize work, motivate employees, and help team members develop their individual strengths.
Teamwork Foundations	1 hour & 16 minutes	Learn the qualities of effective teams and the role you, as a member, play in creating an effective team. In addition to the importance of knowing your own strengths and weaknesses, management trainer Chris Croft emphasizes the importance of delivering on expectations, listening to other team members, communicating clearly, playing more than one role, and being supportive.
Leading Productive One-on-One Meetings	29 minutes	In this course, you will learn how to establish a one-on-one meeting schedule and agenda, assign and review action items, and assess the results of the meeting and follow up on promises.
Creating a Positive and Healthy Work Environment	1 hour & 4 minutes	This course emphasizes the importance of a positive workplace and provides insight into conducting surveys and updating your performance management systems to help meet core values.

Skills for Inclusive Conversations	53 minutes	This course offers a multi-step process for building the skills necessary to engage in inclusive conversations.
Improving Employee Performance	1 hour & 4 minutes	This course shares strategies for creating a culture that encourages high performance in the modern workplace.
Managing Stress for Positive Change	57 minutes	In this course, join instructor Heidi Hanna, PhD as she discusses what stress is, exactly; how you can train yourself to use stress in more effective ways; and what managers can do to reduce employee stress when an organization experiences difficult times.
Employee Engagement	1 hour & 23 minutes	In this course, strategic HR expert and author Don Phin explains what employee engagement is, what engaged work and leadership look like, and how to bring these qualities to your organization.
Motivating and Engaging Employees	46 minutes	This course shares practical ways to increase engagement to show employees that they are valued and relationship-building strategies will lead to lifelong connections with the members of your team.
Interviewing Techniques	1 hour & 2 minutes	In this course, expert recruiter Barbara Bruno highlights practical strategies for approaching and executing job interviews. Barbara explains how to determine the purpose of the interview, set interview expectations up front for both your candidates and the hiring manager, and ask meaningful, creative questions. She also shows how to conduct different types of interviews—including screening, general, and panel interviews—and shares when, why, and how to effectively keep in touch with candidates after the interview.