

SUCCESSFUL LEARNING SOLUTIONS

EMPLOYEE WELLBEING COURSE OVERVIEWS: 2023



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ABOUT THE TRAINING PROVIDER



At Successful Learning Solutions (Ltd) we have a proven track record of achieving results for our clients in the field of Learning and Development. But most of all, we have a love and passion for enabling growth and success by creating a desire in our learners to enhance their knowledge, skills, talents and abilities.

As a young child takes opportunities every day to learn, grow and develop their knowledge, skills and talents - we believe this passion for learning should never stop! And with us, it never does!

Based in Edinburgh, United Kingdom - with Teams in 3 different countries, Successful Learning Solutions continues to offer proven and effective Learning Solutions on an international basis.

Here are some examples of how we support learning:

Universities and Colleges

Other Training Providers

Private Businesses and Corporates

General Public

1. **Universities and Colleges** use us to design and deliver skills training on an **Associate** basis.
2. Other **Training Providers** contact us when they require experienced Trainers to support them on an **Associate** basis and to deliver Apprenticeship training.
3. **Corporates and businesses** contact us to increase skills development within their organisation.
4. The **general public** enroll on our training courses via our [online store](#), or through [REED](#).

We offer face-to-face and live tutor-led virtual training covering the following areas:



- ✓ Management Development
- ✓ Customer Service
- ✓ Personal & Team Development and Effectiveness
- ✓ Personal Well-being
- ✓ Communication Skills
- ✓ English support for Employability
- ✓ IT Skills
- ✓ Data Analytics.

Please view our website for further details: www.SuccessfulLearningSolutions.co.uk

TRAINING DEVELOPMENT & DELIVERY

Our courses are high impact and bespoke to the needs of our clients. We skillfully adapt the delivery of our courses to the needs of our client and learner profile. We like to keep learning fun and always create a safe environment conducive to adult learning.

Although our courses vary in length, modules can be delivered across half-day sessions – if preferred. This allows for learners to minimize time out of office and allows larger clients to book more than 1 cohort for the day - where it makes sense to do so.

Suggested timings of sessions are:

- **AM Only:** 09h30 to 12h30 (this includes a 15min tea-break)
- **PM Only:** 13h00 to 16h00 (this includes a 15min tea-break)
- **Full day:** 09h30 to 16h00 (this includes two 15min tea-breaks and 45min lunch)

Evening and Saturday classes can also be accommodated – if required.

It is recommended that learners attending a PM Only session have a full lunch break prior to their attending the session.

Class delivery takes place predominantly through a variety of the following medium, methods and activity types – irrespective of whether F2F or Virtual learning is scheduled:



- Lecture and active conversations
- Video clips
- Group work (f2f and virtual)
- Research & interviews
- Role-plays
- Homework assignments
- Self and formal reflection and assessments.

Skillful facilitation techniques focus on fun, practical and relevant activities which drive meaningful and team-centered conversations and learning within a safe learning environment. This accommodates various learning styles, preferences and abilities while at the same time increasing both memory retention, confidence and practical skills.

Although meaningful and sometimes direct conversation may be had, learners are always encouraged to feel relaxed to share their own life experience and learnings where relevant – without fear of feeling victimized. A relaxed environment is important to facilitate new learning.

TRAINING RESOURCES

The following would need to be provided for and arranged by Clients for any F2F **on-site** training (Covid-related guidelines would apply, if applicable):

- **Venue:** A room large enough to facilitate team activities and group work. Desks may need to be rearranged to create an open space for activities.
- **Projector or TV** with connection for a laptop.
- **Internet / wifi:** Please confirm if this will be available for use.
- **Flipcharts / Flipchart paper and whiteboards:** These will be used for team activities.
- **Catering:** Tea / Coffee and great nibbles goes a long way to put a smile on learner's faces!

For **virtual** sessions, a stable internet connection and quiet learning area would be required by learners. Sessions can be accessed via a Zoom or Teams link at home via their laptop / mobile device or tablet.

Note: It is generally accepted that Zoom provides a superior end-user learner experience, is easier to set up – and much easier to train with.



PRICING OF OUR SERVICES AND COURSES

COLLEGES, UNIVERSITIES AND OTHER TRAINING PROVIDERS

If you are a **College, University or another Training Provider** using our services, we will negotiate with you a flat rate for training / development on your behalf, as Associate Training Consultants.

This rate remains the same, irrespective of Training Consultant or course selected **(except for premium-priced courses)**.



Note, we are VAT registered, and charge VAT (20%) on all our products and services.

Premium Pricing

A limited selection of our courses / programmes is subject to a **Premium Price Adjustment**.

The adjustment is to cover any licensing costs, and other related costs associated with developing and delivering a specialist premium course or programme.

Premium courses / programmes are indicated as follows:



The adjustment is equal to an **additional 30%** of the total cost for the training.

PRIVATE COMPANIES / CORPORATES AND MEMBERS OF THE PUBLIC

If you are a **Private Company / Corporate** or **member of the Public** looking for training, our **individual** course prices are listed on [our online store](#), and on [REED](#).

Please note, these are for individual courses being bought. If you are looking for training of **more than 3 individuals**, then please contact us for hugely **discounted** offers!

Note, we are VAT registered, and charge VAT (20%) on all our products and services.

ATTEND OUR ACCELERATED LEARNING PROGRAMMES



Our fast-track learning programmes are intensive, high energy training sessions designed to prepare and energise an individual to fulfil a particular role or function to the best of their ability.

Unlike stand-alone courses, programmes capitalise on the learning synergy created through a targeted approach to learning, over time. Attending an aligned, progressive class, with the same Training Consultant, and the same fellow-learners over time allows for the creation of wholistic, fast-paced learning.

Please review our programmes below, and identify which ones you can use to fast-track learning within your organisation or team. The details of each programme can be found within the relevant section of this catalogue – or just click on the title below:

Programme Name	Duration	Target Audience
Business English for Employability	Minimum of 4.5 days, spread over 90 minute sessions	Those who speak English to an intermediate / advanced level, yet find their command of the English language is forming a barrier to employment, learning or promotion.
Customer Service Excellence, Brand Ambassador	8 half-days	This programme is designed for those new into both the job-market, and into a customer service role. It will in a very direct and effective way help new ones become skilled, passionate and resilient in their new role. It will also help new ones quickly develop and sharpen their skills to a point where a customer would never notice that they are new to the role.
I Want to Become a Training Consultant	5 days	Those currently new to designing or delivering training and are wanting a comprehensive grounding in the field of Learning & Development.
Fast-Track Development to Management	8 half-days	This 8-week programme (8 half-days) is designed to help fast-track those who are not yet managers, but who are actively pursuing and aspiring a career in management.
Managers – Keeping your Saw and Skills Sharp	16 half-days	All managers and leaders, Team-leaders and supervisors. The only way you can manage effectively is by continually keeping YOUR saw and YOUR skills sharp. In an ambiguous era, future-fit leaders need to balance and embrace competing demands. This 16-week programme (16-half-days) is designed to keep you thinking, developing and growing as a manager. More than that, it will ensure that you bring your team with you in your development; that they too benefit from this programme. The result: A sharper, more pro-active and resilient YOU – and a team that thrives on change and a high-performance culture.

Programme Name	Duration	Target Audience
Ms Word: From Beginner to Advanced	4 days	Anyone whose role requires them to create, edit and process documents and who wants to use the modern features and AI within MS Word while integrating their learning with the skills of research and business report-writing. These new learnings when combined will ensure a learner is comprehensively adept to fulfil any position requiring these business-critical skills.
Using and Presenting with PowerPoint: From Beginner to Advanced	4 days	Anyone whose role requires them to present information. This integrated wholistic approach to PowerPoint will ensure you are noticed not only for your advanced use of PowerPoint – but also your eloquent delivery of your intended message.
Excel: From Beginner to Expert User	3.5 days	Anyone whose role requires them to work with data. This programme will fast-track your Excel knowledge, skills, and competence from a beginner to an expert level. It will give you the confidence to challenge process and procedure in the workplace; to increase productivity through automation and to stand-out in analysing and presenting data.
Excel: From Intermediate to Super-User	5 days	Anyone whose role requires them to work with large data using Excel past an advanced level. Starting at an advanced level, it will take deep-dives into various aspects of Excel to create, automate and proficiently analyse, revise and synergise many business processes and functions – including large data. This is also a natural progression from the 3.5-day 'Excel: From Beginner to Expert User – Programme'.
Data Analytics	6 days	Anyone who analyses large data, including data scientists, business analysts, researchers, and students.
Master Artificial Intelligence for Productivity	3 days	Artists, writers, bloggers, game developers, graphics designers and anyone who wants to learn more about AI tools.
AUTOCAD: From Beginner to Advanced User	8 days	Architecture, engineering, and construction businesses of any size looking to use CAD to help improve their drafting, design quality and lead times. Individuals who would like to learn the software and become Freelance Designers
Autodesk Inventor	7 days	Manufacturing & design businesses of any size looking to improve their products, production quality & lead times. Individuals who would like to learn the software and become Freelance Designers

COURSE OVERVIEWS

EMPLOYEE WELLBEING

IDENTIFYING AND MANAGING MY STRESS (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand what stress means to you, and how your body reacts to stress
- 🕒 Identify your own pressure and stress points at work, college and other areas in your life
- 🕒 Become aware of your body's warning signs
- 🕒 Understand how stress can become a useful tool for you to use to your benefit
- 🕒 Introduce practical tools and techniques to reduce and manage your stress
- 🕒 Develop a personal and practical plan of action to minimise and manage your stress.



MENTAL HEALTH AWARENESS (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand core aspects relating to mental health
- 🕒 Recognise the signs & symptoms of mental illness
- 🕒 Explain the relevance of mental health in the workplace
- 🕒 Understanding the importance on self-care & signposting.

SUPPORTING A FRIEND / CO-WORKER SUFFERING FROM STRESS (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Know how to identify stress in others
- 🕒 Understand why giving support matters
- 🕒 Learn 5 ways you can show and provide support.

UNCOVER AND BEAT 4 STRESS-TYPES (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Identify and manage the following 4 types of stress:
 - ✓ time stress
 - ✓ anticipatory stress
 - ✓ situational stress
 - ✓ encounter stress.

DEALING WITH ANXIETY IN YOUR PERSONAL LIFE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand the nature of anxiety
- 🕒 Explore why you are experiencing anxiety in your personal life
- 🕒 Recognise the signs of anxiety
- 🕒 Identify 6 types of anxiety disorders
- 🕒 Effectively implement ways to deal with anxiety in your personal life.

OVERCOMING IMPOSTER SYNDROME (1-DAY)

About this course:

Is there some part of you that feels you are being anchored down from realizing your full potential? Do you doubt your value? Do you brush off your milestones, achievements, and victories?

Overcome feelings of self-doubt or of not deserving your success. Feel better about yourself with improved outlook and more self-confidence. Improve performance, increase confidence, and create more opportunities. Improve satisfaction in your life and career.

Target Audience:

- 🕒 Those who want to stop being held back from maximizing everything involving their life and career.
- 🕒 Anyone who lacks confidence, feels like an impostor, or suffers from impostor syndrome.

Attending this course will help you to:

- 🕒 Build critical self-awareness of your own self-doubt and common imposter coping strategies, like perfectionism, hyper-achieving, comparison, and procrastination
- 🕒 Rewire your brain to move to inner confidence, and learn how to leverage new tools like your inner board of directors and reframing negative thought patterns
- 🕒 Learn to get unstuck through taking microsteps, moving before you're ready and communicating with confidence
- 🕒 Practice strategies to overcoming imposter syndrome when you experience a perceived failure.

Prerequisites for attending:

None

DEVELOP CONFIDENCE AND SELF-ESTEEM (1-DAY)

About this course:

In this course, you'll learn how to boost your overall confidence (self-confidence). You will be introduced to effective tools you can use to access your self-confidence and also learn the most effective techniques to build it in the long term.

You will explore common fears that many have in social situations along with practical keys to overcome them.

You will also learn how to boost your self-acceptance, self-esteem, self-love and understand how this positively impacts your productivity and self-motivation.

Target Audience:

- 🕒 Anyone who would like to become more confident and boost their self-esteem.

Attending this course will help you to:

- 🕒 Activate self-confidence
- 🕒 Boost your self-esteem, self-love, self-acceptance, self-worth and self-image
- 🕒 Be perceived as confident and credible, even if you are nervous
- 🕒 Be free of self-doubt and indecisiveness
- 🕒 Become socially confident by boosting your self confidence
- 🕒 Become more relaxed and at ease
- 🕒 Destroy negative self-talk
- 🕒 Display powerful and confident body language
- 🕒 Learn to tap into the self-confidence already within yourself
- 🕒 Boost your confidence in public speaking
- 🕒 Boost your confidence and assertiveness within the workplace
- 🕒 Leverage off the self-confidence of others.

Prerequisites for attending:

None

BUILDING SELF-DISCIPLINE (1-DAY)

About this course:

This self-discipline course is all about self-control and making changes to your thoughts and behaviours by optimizing your mindset and habits including how to develop self-discipline, avoid temptations, and achieve your long-term goals.

It will help you become a more productive and motivated team-player, and is a crucial skill in development of one's career.

Target Audience:

- 🕒 Anyone who wants to build self-discipline
- 🕒 Those new to the workplace environment
- 🕒 Apprenticeship placements.

Attending this course will help you to:

- 🕒 Control your emotions and understand how to apply the dichotomy of control
- 🕒 Differentiate between short, middle and long term goals
- 🕒 Know how to find the path of least resistance and use the 3 Rs of habit change
- 🕒 Apply proven strategies to improve your goal-setting skills and successfully impose habits onto yourself
- 🕒 Create an action-plan to improve your workplace productivity.

Prerequisites for attending:

None

OVERCOMING SELF-DOUBT (HALF-DAY)

About this course:

All of us have struggled with self-doubt. Sometimes the feelings of self-doubt do not want to go away. This can have a negative impact on your professional career.

What can you do to overcome these feelings?

We will explore techniques in this course that will help you overcome thoughts of self-doubt.

Target Audience:

- 🕒 All who require assistance to overcome self-doubt.

Attending this course will help you to:

- 🕒 Identify areas of your self-doubt
- 🕒 Learn strategies to deal with self-doubt
- 🕒 Practice overcoming negative thoughts
- 🕒 Explore reasons to believe in yourself
- 🕒 Develop an action-plan to overcome self-doubt.

Prerequisites for attending:

None

ADJUSTING TO CHANGE @ WORK (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand why change and adapting to change is necessary
- 🕒 Identify techniques others use to successfully adapt to change
- 🕒 Review how your work-role has changed recently
- 🕒 Identify the impacts these changes have had on you and your business
- 🕒 Apply these new techniques to becoming more adaptable to change
- 🕒 Prepare yourself to future changes you are likely to meet in your workplace.

COPING UNDER PRESSURE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand and identify where your pressure come from
 - ✓ internal vs external
- 🕒 Keep yourself in control when under pressure
- 🕒 Recognise the toll of too much pressure
- 🕒 Find practical ways to stay on top of pressure.

DIGITAL WELLBEING (1-DAY)

About this course:

The pace of technology has thrown us into a relationship with technology that is both necessary and practical. But this can also be damaging to our mental health and wellbeing.

No longer the domain just of the workplace, technology is part of our everyday lives at home and in wider society. Working from home has evaded the necessary boundaries between work and personal life, often causing an imbalance.

This course helps learners analyse their own circumstances and identify areas where adjustments may be needed to restore work-life balance. We will introduce effective strategies for dealing with the negative impacts caused by neglecting our personal digital wellbeing.

Target Audience:

- 🕒 Anyone interested in digital wellbeing
- 🕒 Managers
- 🕒 HR Consultants
- 🕒 Business Owners

Attending this course will help you to:

- 🕒 Recognise digital technology use within and out with the workplace
- 🕒 Understand the pros and cons of digital technology in a modern world
- 🕒 Identify risks for ourselves and others of being “always on”
- 🕒 Know the impact of digital technology on mental health (including and introduction to social media, trolling and cancel culture)
- 🕒 Learn about the impact of digital technology on physical health (including sleep, addictive habits and the stress response)
- 🕒 Measure our own screen time and develop strategies to minimise negative interactions

Prerequisites for attending:

None

STRATEGIES TO COPE WITH ANXIETY AT WORK (1-DAY)

About this course:

When it comes to anxiety, we all have a different baseline. Some of us naturally feel steady under stress but most of us fall somewhere in the middle. And while we can all make certain lifestyle changes to keep anxiety in check, some of us may never be free from the feelings that accompany anxiety – particularly those stemming from the workplace.

This course is extremely encouraging and will help participants to identify and build 8 different proven strategies to help counteract the negative effects of anxiety in the workplace.

Target Audience:

- 👤 Everyone will benefit from this course.

Attending this course will help you to:

- 👤 Understand how and why anxiety is a part of our western culture
- 👤 Identify signs of anxiety
- 👤 8 powerful strategies to help deal with anxiety in the workplace
- 👤 How to cope with our colleagues when they show signs of anxiety
- 👤 Gain more physical & mental energy to cope with a productive day's work.

Prerequisites for attending:

No prior knowledge is required.

10 PERSONAL MORALE BOOSTERS FOR YOU TO IMPLEMENT (HALF-DAY)

It's inevitable that our morale may dip at times - but simply ignoring the problem and hoping it will go away is unlikely to work, and may even make things worse.

Actively rebooting your morale can have a many of advantages, such as:

- ✓ increased confidence
- ✓ increased productivity
- ✓ more energy
- ✓ more enjoyment of life.

This workshop will help you with 10 practical morale boosters to implement in your life.

PATIENCE (HALF-DAY)

Attending this workshop will help you to:

- 🌀 Understand the 3 variations of patience – and their benefits
- 🌀 Looking at the benefits and risks of patience
- 🌀 Understanding the symptoms of impatience
- 🌀 Identifying triggers of impatience
- 🌀 Managing impatience in myself – and others.

SELF-SABOTAGE - OVERCOMING SELF-DEFEATING BEHAVIOR (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand the meaning of self-sabotage – and how it damages you
- 🕒 Signs of self-sabotage
- 🕒 How self-sabotage impacts your self-esteem
- 🕒 5 ways to defeat this behaviour.

BOOSTING YOUR SELF-ESTEEM (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understanding what self-esteem really means
- 🕒 Exploring the link between self-esteem and confidence
- 🕒 Understanding how my skills and abilities can impact on my self-esteem
- 🕒 6 ways to increase your self-esteem.

HOW TO STOP SAYING YES! (HALF-DAY)

Attending this workshop will help you with:

- 🕒 Setting Boundaries
- 🕒 Delegation Techniques
- 🕒 Techniques to saying no with diplomacy and tact
- 🕒 A plan of action to stop saying YES!
- 🕒 Additional References.

PERSONAL EMPOWERMENT: TAKING CHARGE OF YOUR LIFE AND CAREER (HALF-DAY)

Attending this workshop will help you to:

- 🕒 What does personal empowerment really mean?
- 🕒 Benefits of taking charge- and pitfalls of not
- 🕒 4 ways to achieve self-empowerment
- 🕒 Activities and exercises to increase your personal empowerment.

CONTROLLING YOUR ANGER BEFORE IT CONTROLS YOU (HALF-DAY)

Attending this workshop will help you to:

- 🕒 How effective is your anger management?
- 🕒 Understand what triggers your anger
- 🕒 Use a variety of skills to control your anger when you experience it
- 🕒 Dealing with the anger of others.

AVOIDING BURNOUT (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand what burnout is
- 🕒 Causes of burnout
- 🕒 Common signs of burnout
- 🕒 Consequences of burnout
- 🕒 How to avoid burnout
- 🕒 How to find help, if i am already experiencing early signs of burnout.

ARE YOU A POSITIVE OR NEGATIVE THINKER? (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Learn about, and change how you think
- 🕒 Turning negatives into positives
- 🕒 Re-framing your thinking
- 🕒 Benefits of moving into more positive thinking.

PERFECTIONISM – OVERCOMING ALL-OR-NOTHING THINKING (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understanding the various types of perfectionism
- 🕒 Using perfectionism traits in a positive way
- 🕒 Understand how perfectionism can become a problem – to the employer and self
- 🕒 Strategies to deal with perfectionism
- 🕒 Guidance for those working with a perfectionist.

OVERCOMING THE FEAR OF FAILURE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understanding why I fear failure
- 🕒 Explore how I experience these feelings of failure
- 🕒 Understanding the concept of failure, and how it shapes my fear
- 🕒 Learning techniques to overcome fear of failure.

IMPROVE YOUR POWERS OF OBSERVATION (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand the importance of observation skills
- 🕒 Impacts of living in your own bubble
- 🕒 6 ways to help you become more observant
 - ✓ at work
 - ✓ at home
 - ✓ with relationships.

HOW TO BECOME MORE FLEXIBLE IN THE WORKPLACE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understanding what flexibility does and does not mean in the context of the workplace
- 🕒 Importance of becoming flexible, and possible negative impacts of not:
 - ✓ to the employer
 - ✓ to the employee
- 🕒 Responding to change quickly and positively
- 🕒 Uncover 6 ways to help you become more flexible in the workplace.

GETTING THE MOST FROM MY PERFORMANCE REVIEW (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understanding the role of performance reviews
- 🕒 Examine 8 steps to prepare for your review
- 🕒 Tips for during your review session
- 🕒 5 actions to take after your performance review.

TAKING INITIATIVE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Understand the meaning of initiative, in the work context
- 🕒 Benefits of taking initiative, and potential pitfalls
- 🕒 Knowing when not to take initiative
- 🕒 6 practical steps to help you develop your initiative in the workplace.

RETURNING TO WORK AFTER AN EXTENDED ABSENCE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Plan your return to work
- 🕒 Revisit your goals, and assess if they have changed
- 🕒 Take practical steps to assess and close any gaps that may have developed
 - ✓ knowledge
 - ✓ skills
 - ✓ relationships
- 🕒 Re-affirm your commitment
- 🕒 Allow yourself time to adjust and accept help.

DEFEATING PROCRASTINATION (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Differentiate between procrastination and laziness
- 🕒 Understand the 4 common procrastination personality types
- 🕒 Identify why you are procrastinating
- 🕒 Adopt an anti-procrastination strategy
- 🕒 Create an action plan to increase your productivity
 - ✓ at work
 - ✓ at home.

MAINTAINING MY WORK-LIFE BALANCE (HALF-DAY)

Attending this workshop will help you to:

- 🕒 Review 5 important reasons of maintaining a work-life balance
- 🕒 Understand common reasons for a work-life imbalance to start taking effect
- 🕒 Implement ways to increase your balance
- 🕒 Talk with your boss about your work-life imbalance.

A LISTENING EAR (HALF-DAY)





Ask yourself: How am I doing?

Employers: How are my employees doing?

At this unprecedented and stressful time, it is imperative to take time out for 'self'.

These workshops are designed to build confidence and coping mechanisms during this exceptionally stressful pandemic period – and beyond, when the world is in an unnatural state of affairs, and people are expected to simply adjust and cope. But how? With what support?

Attending this workshop will help you to:

-  Know that your anxiety is not yours alone
-  Develop coping mechanisms during and after this anxious time
-  Share stories, experiences and make new friends
-  Find refreshment during a world in lockdown.

Any who can benefit from a supportive listening ear, combined with encouragement to heal are warmly welcomed. This can be in the context of a 1-1 or group setting.

OPTIMAL NUTRITION FOR THE BRAIN IN THE WORKPLACE (HALF-DAY)

This course is for any person in the work environment that understands the need to keep the brain healthy and sharp. This course will not dictate any specific way of eating, rather it provides information that is backed by science and will help you to decide what is best for you. References will be provided throughout the course which will provide an opportunity for further research.

This workshop will cover the following points based on current research:

- 🕒 What you eat makes a difference
- 🕒 Improving your memory
- 🕒 Protect your brain
- 🕒 Optimum food for brain health
- 🕒 Balance my hormones using the food I eat
- 🕒 Best supplements for brain health
- 🕒 Lunchbox ideas

Please note the following:

- 🕒 This course is half day.
- 🕒 Attending this course will require a stable internet connection. Having a second monitor is beneficial but not required.

NEONATAL SKILLS FOR BEGINNERS (1-DAY)

About this course:

Parenting a new-born is a learned skill; you either learn it through experience or by being taught.

Learning through experience most often means weeks (if not months) of trial and error and, unfortunately, frustration. Thankfully, you can minimize that frustration and speed up the learning process if someone teaches you how to take care of your new addition—even before they arrive. Let's face it, we'd love it if babies came with a how-to guide. But since they don't, infant care classes are important to confident parenting.

Target Audience:

- 👤 Pregnant women and families expecting their first new-born.

This course will cover the following topics:

- 👤 Anatomy and physiology of the new-born
- 👤 New-born assessment
- 👤 New-born resuscitation
- 👤 Feeding and nutrition
- 👤 New-born care practices
- 👤 Neonatal infections
- 👤 New-born sleep and development
- 👤 New-born procedures and tests
- 👤 Common neonatal conditions
- 👤 Supporting the new-born and family.

Prerequisites for attending:

None

GERIATRIC CARE (1-DAY)

About this course:

As people age, they eventually reach a point where they need help. Some more than others, and many will eventually become entirely dependent on a caregiver for daily survival.

Often when the need for care arises it catches both the person in need of care and the those who will become responsible for providing that care off guard and unprepared.

Most often it is going to be a family member who winds up caring for another family member. It may be a son or daughter taking care of a parent - or a husband or wife taking care of a spouse. These are typical scenarios that are occurring every day. There are other relationships as well, and in other cases no relationship at all - other than a financial one.

Target Audience:

- Anyone with an elderly family member or other loved one in need of care
- Caregivers and their families.

This course will cover the following topics:

- 🕒 Introduction to geriatric healthcare
- 🕒 Physical changes and chronic conditions in older adults
- 🕒 Geriatric assessment and care planning
- 🕒 Geriatric pharmacology
- 🕒 Geriatric rehabilitation
- 🕒 Geriatric nursing care
- 🕒 Geriatric palliative care and hospice
- 🕒 Geriatric care in the community
- 🕒 Geriatric research
- 🕒 Geriatric care in the future.

Prerequisites for attending:

None

WOUND CARE (1-DAY)

About this course:

This course is ideal for all age groups and any person who is interested in expanding their knowledge of Wound Care. This course is not solely limited to medical students and health care workers.

Target Audience:

- 🕒 Anyone interested in wound care
- 🕒 Those in home-care.

This course will cover the following topics:

- 🕒 Introduction to wound care
- 🕒 Wound assessment and documentation
- 🕒 Wound cleaning
- 🕒 Wound dressings and products
- 🕒 Wound healing and management
- 🕒 Pressure ulcers
- 🕒 Diabetic foot ulcers
- 🕒 Wound care in special populations
- 🕒 Wound care research and evidence-based practice.

Prerequisites for attending:

None

CONTACT US

If you would like to book any training, or discuss how we can assist you / your project with any Learning & Development service, then please contact us as follows:



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