

Soft-Train



*At Soft-Train
Technology Works*

Lead - Certificate Track Requirements

Plan	Course Number	Course Title	Training Days
Students must complete all 13 of these courses to attain certification.	ST00038	Business Ethics	2 Days
	ST00003	Communication and Influence	3 Days
	ST00006	Conducting a Meeting	2 Days
	ST00025	Conflict Management Strategies	1 Day
	ST00089	Dealing with Difficult People	1 Day
	ST00043	Decisiveness	2 Days
	ST00063	Delegation	1 Day
	ST00010	Journalizing Effective Meetings	1 Day
	ST00032	Leadership Training	3 Days
	ST00007	Mentoring	3 Days
	ST00040	Motivating Your Employees	2 Days
	ST00035	Organizational Skills	2 Days
	ST00041	Problem Solving	2 Days