Development Tracks	Course	Hours	Quick Description
Cobalt Group Leadership Development 360 Academy Leadership Courses			
Leadership Overview	Leadership 360 - A View At Altitude	2	A list of the principles and tenets of leadership I have learned in my career as a Naval Flight Officer and in my corporate career. It provides a big picture view of leadership and sets the stage for the other courses in my Leadership Development 360^{tm} Academy.
Leadership Essentials for Supervisors LeadPro360	Leadership Essentials for Supervisors	2	The Essentials for Supervisors course will help supervisors become more efficient and proficient, with information on delegating, managing time, setting goals and expectations (for themselves and others), providing feedback, resolving conflict, and administering discipline.
	Effective Communication	1.5	Communication is critical in the workplace and it is even more challenging when leading others. This course will provide valuable tools and strategies on how to give feedback, resolve problems and improve performance on the job.
	Teamwork And Team Building	1.5	The Teamwork And Team Building course will encourage participants to explore the different aspects of a team, as well as ways that they can become a top-notch team performer. Your participants will be given the details and concepts of what makes up a team, and what factors into being a successful team and team member.
	Delivering Effective Feedback	1.5	Constructive Feedback, if done correctly, will provide great benefits to your organization. It provides the ability for management to nullify problematic behaviors and develop well rounded and productive employees. Constructive feedback shows an employee that management cares about them and will invest time and effort into their careers.
	Essentials of Self-Leadership	2	With our Self-Leadership course, your participants will discover the specifics of how to better lead themselves so that they can lead others more effectively.
	Developing Emotional Intelligence	2	With our Emotional Intelligence course your participants will gain a better understanding of self-management and self-awareness. This in turn will give them better insight and control over their actions and emotions. With a greater understanding of emotions your participant"s will experience a positive impact on their professional and
	Building Trust and Resilience	1.5	Ensuring relationships that are built on trust, and having the tools to be resilient are crucial in creating a workplace that is safe and a solid place for all to work. This course will introduce you to your company's responsibility with regard to promoting honesty, as well as how to deal with the inevitable changes that come along with building a stronger business.
	Time Management	1.5	The Time Management course will cover strategies to help participants learn these crucial strategies. Your participants will be given a skill set that includes personal motivation, delegation skills, organization tools, and crisis management. We"ll cover all this and more during this course.
	10 Essential Soft Skills	1.5	With our Ten Essential Soft Skills course your participants will begin to see how important it is to develop a core set of soft skills. By managing and looking at the way people interact and seeing things in a new light, your participants will improve on almost every aspect of their career.
Leadership Essential for Middle Managers	Leadership Essentials for Middle Managers	2	It is crucial for businesses to focus on these essential leaderss and provide them with the opportunities to succeed. No matter the organization's structure or size, it will benefit from employing well-trained middle managers. Having a these leaders understand their role in the organization is very important. They are in communication with a very large percentage of the company, and will have a large impact throughout the organization. The Essentials for Middle Managers course will help prepare your middle management players to execute their role more effectively.
	Being a Servant Leader	2	With our Servant Leadership course your participants will focus on the growth and development of their employees and ensuring their success. In doing so, the leader succeeds when their employees do. With a business team, servant leadership can not only help employees achieve and grow, but it can also benefit their leaders and the company as a whole.
	Creating High Performance Teams	2	With our Creating High Performance Teams course, your participants will begin to see how important it is to develop a core set of high performance skills while working in an office locale. By knowing and managing the way people interact in an office setting, you will be positioning your high performance teams to accomplish any task.
	Managing Up	1.5	A course that helps employees at all levels manage their managers and expectations.
	Adaptive Leadership	1	The Adaptive Leadership course will help participants know their social style, how to determine the social styles of others, and how to adapt to other's social styles to create win-win scenarios.
	3 Ds of Great Leadership	1	This is a presentation on the concept that great leaders apply 3 principles to get the most out of their organization through the use of Decide, Delegate, and Disappear in their leadership styles.

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	Resolving Conflict	1.5	In the Conflict Resolution course, participants will learn crucial conflict management skills, including dealing with anger and using the Agreement Frame. Dealing with conflict is important for every organization no matter what the size. If it is left unchecked or not resolved it can lead to lost production, absences, attrition, and even law suits.
	Dealing With Difficult People	1.5	Learn how to improve relationships with difficult people in the workplace. Gain confidence in the ability to communicate. Learn to go beyond emotional reactions when faced with difficult situations. Practice techniques for turning negative situations into positive outcomes.
	Improving Self-Awareness	1.5	The Improving Self-Awareness course will improve self-control, reduce procrastination, and develop mood management. Your participants will improve their relationships and create a more fulfilling life. These improvements will in turn translate into a wholly improved workforce. Stress will decline and productivity will increase as internal turmoil will decline all through improving self-awareness.
	Building Your Business Acumen	1.5	The Business Acumen course will give your participants an advantage everyone wishes they had. The course will help your participants recognize learning events, manage risk better, and increase their critical thinking. Business Acumen has the ability to influence your whole organization, and provide that additional edge that will lead to success.
Leadership Essentials for Senior Managers	How to be a Likeable Boss	1.5	Our Being a Likeable Boss course will show that honesty and trust will be your participant"s biggest tools in fostering a better relationship with their employees. Trusting your team by avoiding micromanagement, using delegation, and accepting feedback will put your participants on the right path to be a more likeable boss.
	Developing New Leaders	1.5	With our How to Develop New Managers course your participants will gain the support, best practices, and knowledge. This course will help your company develop well rounded, fair and confident managers. By identifying and beginning their training early you will be able to groom prospective candidates and provide the best chance for success.
	Coaching And Mentoring for Success	1.5	The Coaching And Mentoring course focuses on how to better coach your employees to higher performance. Coaching is a process of relationship building and setting goals. How well you coach is related directly to how well you are able to foster a great working relationship with your employees through understanding them and strategic goal setting.
	Building Your Internal Network	1.5	With The Building Your Internal Network course your participants will learn how internal networking is changing the workforce. Through this course, your participants will gain a new perspective networking, and what benefits can come from fully utilizing and making connections with internal networking.
	Employee Engagement (Creating Engaged Employees)	1.5	A workplace approach designed to ensure that employees are committed to their organization's goals and values.
	Appreciative Inquiry	1.5	Appreciative Inquiry is a shift from looking at problems and deficiencies and instead focusing on strengths and successes. It is a tool for change, and it will strengthen relationships throughout your business. Through best practices and positive stories your participants will transform your organization.
	Assertiveness and Self-Confidence	2	The Assertiveness And Self-Confidence course will give participants an understanding of what assertiveness and self-confidence each mean (in general and to them personally) and how to develop those feelings in their day-to-day lives. These skills will encompass many aspects of your participant"s lives and have a positive effect on all of them.
	Motivating Employees	1.5	Learn how to motivate your employees, and what things don't motivate them.
	Establishing a Work-Life Balance	1.5	This workshop will show how to focus on the important things, set accurate and achievable goals, and communicate better with your peers at work and your family at home.
	Getting Employees to Take Ownership of Their Work	1.5	A look at how to get your employees to take ownership and responsibility for their work.
	Run Your Meetings with PAIN	1	Learn how to make your meetings more productive by following a simple formula.
	Leadership And Influence	2	Once you learn the techniques of true Leadership And Influence, you will be able to build the confidence it takes to take the lead. The more experience you have acting as a genuine leader, the easier it will be for you. It is never easy to take the lead, as you will need to make decisions and face challenges, but it can become natural and rewarding.
	Business Succession Planning	1.5	Our Business Succession Planning course will show you the differences between succession planning and mere replacement planning. How you prepare people to take on leadership responsibilities is just as important as hiring the right person for the job. Every company should have a form of succession planning in its portfolio.

Leadership Essentials for Executives	Developing Corporate Culture	1.5	Through our Developing Corporate Behavior course your participants should see improved team building, better communication, and trust. By realizing the benefits of corporate behavior and developing a successful plan your participants should see a reduction in incidents and an increase in team work and loyalty.
	Leading Through Change	1.5	The Leading Through Change course will give any leader tools to implement changes more smoothly and to have those changes better accepted. This course will also give all participants an understanding of how change is implemented and some tools for managing their reactions to change.
	Negotiating Successfully	1.5	The Negotiating Successfully course will give your participants a sense of understanding their opponent and have the confidence to not settle for less than they feel is fair. Your participants will learn that an atmosphere of respect is essential, as uneven negations could lead to problems in the future.
	Business Ethics	1.5	A company"s ethics will determine its reputation. Good business ethics are essential for the long-term success of an organization. Implementing an ethical program will foster a successful company culture and increase profitability. Developing a Business Ethics program takes time and effort, but doing so will do more than improve business, it will change lives.
	Leading Your Leaders	1.5	Leading Your Leaders takes a special type of leader. This course will expand your participant"s knowledge and provide a way for them to teach and lead new and experienced subordinate leaders. As every leader knows that learning never stops, this course will have something for everyone.
	Leading Through a Crisis	2	With this course your participants will understand that a crisis can occur any time. They will develop skills needed for certain negative events. Also, they will be able to recognize warning signs to help avoid negative situations completely, or, if the situation occurs, better manage the crisis.
	Why Employees Resist Change	1	A presentation on the primary reasons that employees resist changes in the workplace.
	Customer Relationship Management	1	This presentation reviews the critical elements of managing customer relationships and awareness.
Addiitonal Courses to use as Bonus Courses or as Coaching Topics	Your Personal SWOT	2	This course will help you develop your own personal SWOT chart. Understand your Strengths, Weaknesses, Opportunities, and Threats.
	Interpersonal Skills Essentials (incorporate into 10 Essential life skills and Effective Communication)	2	The Interpersonal Skills course will help participants work towards being that unforgettable person by providing communication skills, negotiation techniques, tips on making an impact, and advice on networking and starting conversations. They will also identify the skills needed in starting a conversation, moving a conversation along, and progressing to higher levels of conversation.