

PERSONAL IMPROVEMENT INVENTORY

Gale Presents: Udemy provides you with on-demand courses for in-demand skills to improve both your professional and personal skill sets. Key topics include technology, business, and personal growth. Complete the inventory below to see how *Gale Presents: Udemy* can support your learning and development!

Mark any growth options you're interested in to start exploring *Gale Presents: Udemy*. Each selection has a wide range of courses to support you. Keep this inventory to make sure you achieve all your learning goals!



Professional Growth

- Technical Skills:
 - Computer Literacy
 - Microsoft Suite
 - Virtual work including online meeting platforms and formatting virtual work communications
 - Advanced skills including coding, data analysis, webpage development, and IT operations
- Workplace Soft Skills:
 - Public Speaking and Presentations
 - Management Skills and Coaching
 - Conflict Resolution
 - Business Strategy Development
 - Marketing
 - Product Management
 - Sales



Personal Growth

- Creative Skills:
 - Drawing
 - Photography
 - Music and Instruments
- Life Skills:
 - Personal Finance
 - Parenting
 - Time Management
 - Foreign Language
- Health and Wellness
 - Fitness
 - Stress Reduction
 - Nutrition
 - Mental Health

FIND YOUR CONTENT!
Scan this QR code to access *Gale Presents: Udemy*.

