

Your Best Foot Forward!

Your Emotional Intelligence and Why it Matters

Your IQ will get you in the door, but it's your emotional intelligence (EI), your ability to connect and manage the emotions of yourself and others, that will determine how successful you are in your professional and personal life. Emotions are all around us, and it's important to understand how to control them to cultivate productivity and positive relationships. In this interactive course, you'll learn the domains of the emotional intelligence model and how to effectively apply these core competencies in the workplace and beyond for optimum success and to enhance your skills.

BUSN:713 | \$39

C02 W 9:30am-12:30pm

March 1

Corp. College, 207



IQ + EQ = Success

Present with Poise, Power and Punch

Want to overcome nervousness and deliver your best presentation ever? In this presentation skills course, a leadership coach and professional development expert will assist you in gaining techniques to improve your ability to confidently communicate effectively, persuasively and with presence using your own style. You'll learn how to use body language for impact and discover ways to keep the attention of your audience. You'll also learn how to develop and organize your presentation in an easy framework and respond to challenging questions.

BUSN:732 | \$35

C01 Tu 9am-11:30am

March 7

Corp. College, 207



Time Management for Your Personal Best

Are you stressed with the amount of work you have to complete each day? Do interruptions and small tasks disrupt your work flow? Learn to increase the efficiency and quality of your work through better organization, planning and prioritizing each day's activities in a more effective, productive manner. Instructor will share the essential skills necessary to maintain quality work and keep you on track while juggling and prioritizing deadlines.

BUSN:793 | \$29

C01 Tu 9am-11am

Feb. 21

Corp. College, 207



Call 314-984-7777 to register today!

Non Discrimination and Accommodations statements

St. Louis Community College is committed to non-discrimination and equal opportunities in its admissions, educational programs, activities, and employment regardless of race, color, creed, religion, sex, sexual orientation, national origin, ancestry, age, disability, genetic information, or status as a disabled or Vietnam-era veteran, and shall take action necessary to ensure non-discrimination. Sexual harassment, including sexual violence, is also prohibited. For information or concerns related to discrimination or sexual harassment, contact Patricia Henderson of Human Resources, 314-539-5214.

If you have accommodation needs, please contact Ann Marie Schreiber, 314-984-7704, at least three weeks prior to the class or event.

Register:



By Phone:
314-984-7777



Online:
Have your credit
card ready



At the Office of
Continuing Education,
St. Louis Community
College



St. Louis Community College
Continuing Education

stlcc.edu/ce