



Signature Management Group Inc. (SMG)

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COMMUNICATION

TIME MANAGEMENT

DIVERSITY

THE TRUST FACTOR

THE POWERS OF PERSUASION

CUSTOMER SERVICE

EMOTIONAL INTELLIGENCE

SPEAKING FOR A LASTING IMPRESSION

POSITIVE IMPACT

CONFLICT MANAGEMENT

IN PURSUIT OF GOALS

WINNING THE BATTLE AGAINST NEGATIVITY

BECOMING CUSTOMER FOCUSED

THE ART OF TIME MANAGEMENT

RESOLVING CONFLICTS THE RIGHT WAY

SPEAKING IN PUBLIC

COMMUNICATION WITH SKILL

LEARNING TO CONTROL STRESS

PREVENTING WORKPLACE PROCRASTINATION

LEARNING FOR LIFE

CREATIVE THINKING AND YOU



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EFFECTIVE SUPERVISORY SKILLS

EMPOWERING PERFORMANCE

ASSESSING YOUR ORGANIZATION FOR HIGH PERFOR

HIGH PERFORMANCE LEADERSHIP

THE TRUST FACTOR

THE POWERS OF PERSUASION

EMOTIONAL INTELLIGENCE

HIGH PAYOFF HIRING

CONFLICT MANAGEMENT

COACHING YOUR BUSINESS TEAM

HOW TO GIVE AND RECEIVE FEEDBACK

BECOMING AN EFFECTIVE LEADER

LEADING THROUGH TRUST

LEADING PEOPLE THROUGH CHANGE

HOW TO MANAGE PROJECTS AND MEET DEADLINES

THE VALUE OF MENTORING



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EMOTIONAL INTELLIGENCE

HIGH PAYOFF HIRING

CONFLICT MANAGEMENT

COACHING YOUR BUSINESS TEAM

HIRING FOR THE 21ST CENTURY

MAKING MEETINGS WORK

EFFECTIVE DELEGATION SKILLS

HANDLING PROBLEM PEOPLE SUCCESSFULLY

HOW TO GIVE AND RECEIVE FEEDBACK

PERFORMANCE REVIEWS THAT REALLY WORK

NEW EMPLOYEE ORIENTATION

HOW TO MANAGE PROJECTS AND MEET DEADLINES

THE ART OF TIME MANAGEMENT

THE VALUE OF MENTORING

CREATIVE THINKING AND YOU

MAKING WORK FUN

DISCOVERING EXCELLENCE AS A SUPERVISOR

BECOMING AN EFFECTIVE LEADER



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PRINCIPLES OF PARTNERSHIP SELLING

THE POWERS OF PERSUASION

CORE SKILLS

THE ART OF NEGOTIATION

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