

TEAM LEAD 2



MANDATORY

Training Hours

COM-1003 Interpersonal Communications - Verbal Communication	1.0
COM-1004 Interpersonal Communications - Written Communication	0.9
COM-1005 Interpersonal Communications - Nonverbal Communication	0.7
COM-1006 Interpersonal Communications - Listening Skills	1.0
COM-1007 Interpersonal Communications - Workplace Communication	0.8
DIV-1001 Diversity - Introduction to Diversity, Equity and Inclusion	1.1
PRB-1001 Problem Solving - Introduction to Problem Solving	1.0
PRB-1008 Problem Solving - Avoiding Common Problem Solving Mistakes	1.8
TEA-1005 Group Dynamics - Meetings	0.8
TEA-1006 Group Dynamics - Diversity	0.9
TEA-1010 Group Dynamics - Conflict Management	1.4
TEA-1011 Group Dynamics - Leadership	0.8
TEA-1016 Teamwork - Team Problem Solving	1.1
TEA-1017 Teamwork - Training and Development	1.0
WRK-1001 Handling Dangerous Workplace Situations	0.9
SAF-1003 Introduction to Safety - Help! What to Do in an Emergency	1.2
SHR-2001 Sexual Harassment - Guidelines for Supervisors	1.0

Estimate training hours 17.4

SUPPLEMENTAL KNOWLEDGE BUILDING

MSO-1003 Microsoft Excel - Formatting Data	1.8
MFG-1006 Introduction to Manufacturing - Measuring Success in Manufacturing	0.9
STR-1002 Stress Management - Coping with On-the-Job Stress	0.9
TIM-1004 Time Management - Planning Your Day	1.0
TIM-1005 Time Management - Adopting Timesaving Strategies	0.8
LEA-1002 Introduction to Lean Manufacturing - The History of Lean Manufacturing	0.9

Estimate training hours 6.3

Total estimate training hours 23.7