

Here is a selection of free, online courses to support you in running a successful business. There are many more courses available, so if you are looking for a specific skill, please let us know!

- 6 week, 12 modules
- Courses start monthly
- Flexibility to study on your own schedule
- Instructor-led
- Student forum

1. Business Leadership

Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

2. Employment Law Fundamentals

Learn the basics of employment law so you can legally hire, evaluate and manage employees.

3. Fundamentals of Supervision and Management

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

4. Individual Excellence

Master the twelve career-enhancing skills including goal setting, time management, personal organization, and creativity.

5. Building Teams that Work

What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track in no time.

6. Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth and respect through conversation.

7. Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting and more.

For more information or to register, please contact Susan or Sarah at 1 855-352-1531 or email parrysound@contactnorth.ca