

The BizLibrary Collection

Topic Areas



HR Compliance

- Anti-Harassment
- Diversity and Respect
- HR Law
- Training and Onboarding
- Hiring and Recruiting
- HR General
- Substance Abuse
- HIPAA
- Mentoring Programs
- Organizational Culture
- Workplace Violence
- Compensation
- Risk Management
- Anti-Harassment for CA, MA, DE, ME, IL, CT, NY, TX, WA
- Canadian Compliance

Workplace Safety

- Bloodborne Pathogens
- Canadian Safety Compliance
- Cold and Heat Stress
- Confined Spaces
- Construction
- Cranes and Lifts
- DOT Compliance
- DOT Hazmat
- Electrical
- Emergency Planning
- Environmental
- Ergonomics
- Equipment Safety
- Fall Safety & Working at Heights
- Fire Protection
- First Aid
- Food Safety
- General Safety
- Hazard Communication
- HAZWOPER
- Healthcare
- Laboratory
- Office Safety
- Personal Protective Equipment
- Toxic and Hazardous Materials
- Transportation
- Walking-Working Surfaces
- Welding

Information Technology

- Agile
- Ajax
- Cisco
- Cloud Computing
- CompTIA
- CSS
- Cybersecurity
- Data Storage and Management
- Databases
- DevOps
- Enterprise Resource Planning Systems
- HTML5
- Internet and Network Technologies
- IT Essentials
- ITIL
- IT Pro / Networking
- Java
- JavaScript
- Machine Learning
- Mobile
- Microsoft ASP.NET
- Microsoft Certifications
- Operating Systems and Servers
- Programming
- Software Design
- Software Development
- SQL Server
- Web Design
- Web Development
- Wordpress

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Business Skills

- Banking Basics
- Accounting and Finance
- Business Essentials
- Business Ethics
- Business Math
- Change Management
- Communication
- Conflict Resolution
- Project Management
- Ethics
- Etiquette and Professional Image
- Goals and Metrics
- Health and Wellness
- Innovation and Creativity
- Making Meetings Effective
- Negotiation Skills
- Personal and Career Development
- Presentation Skills
- Office Basics
- Marketing
- Social Media
- Teamwork and Collaboration
- Time Management and Productivity
- Quality Management
- Working Remotely

Software

- Adobe After Effects
- Adobe Illustrator
- Adobe Premier Pro
- Amazon Web Services
- DocuSign and EchoSign
- Evernote
- Game Development
- Google Apps
- GoToMeeting
- Microsoft Access 2013, 2016
- Microsoft Excel 2013, 2016, 2019
- Microsoft Office 2013, 2016
- Microsoft Office 365
- Microsoft OneNote
- Microsoft Outlook 2013, 2016, 2019
- Microsoft Powerpoint 2013, 2016, 2019
- Microsoft Project
- Microsoft Publisher
- Microsoft Sharepoint 2013, 2016
- Microsoft Skype for Business
- Microsoft Teams
- Microsoft Word 2013, 2016, 2019
- Microsoft Power BI
- Photoshop
- Productivity Tools
- Social Networking Tools
- Sketch
- QuickBooks
- Windows 11, 10, 8.1, 8

Sales & Service

- Customer Service
- Distance Selling
- Hospitality
- Multifamily Housing
- Sales
- Sales Essentials
- Sales Presentations

Leadership & Management

- Coaching and Counseling
- Communication for Leaders and Managers
- Conflict Resolution for Leaders and Managers
- Delegation and Empowerment
- Engagement and Motivation
- Hiring and Recruiting
- Leadership Essentials
- Leading Change
- Leading Innovation and Creativity
- Management Essentials
- Mentoring Programs
- New Manager
- Remote Leadership
- Retention and Succession Planning
- Team Building