

The World's **BEST** Content Library



TalentLMS has recently joined forces
with Vado, BIGGER BRAINS and BIZ LIBRARY
to bring you the very best in course content!

Vado, BIGGER BRAINS and BIZ LIBRARY provide organizations and learners numerous opportunities to **build the skills** needed to **lead and manage** others, **strengthen** individual performance, as well as **increase business results**.





COMMUNICATION

Communicating with Others
 Communication Skills for Managers
 Giving Great Feedback
 Meeting Management



CUSTOMER SERVICE

Customer Service Basics
 Customer Service Management



HUMAN RESOURCES

Developing and Coaching Employees
 Discussing Total Compensation
 Onboarding New Employees
 Retaining Your Employees
 HR Compliance Toolkit



MANAGEMENT & LEADERSHIP

Bud to Boss
 Building Trust and Respect
 Building Your Leadership Skills
 Conflict Management Skills
 Creating Great Teamwork
 Delegating Work
 Increasing Employee Engagement
 Leading the Organization Strategy
 Management Essentials
 Managing for Success
 Recognizing Employees
 Supervision Basics



PERSONAL DEVELOPMENT

Basic Business Skills
 Become a Contributing Project Team Member
 Building Your Career
 Coaching Career Development
 Creating Great Work
 Developing for Success
 Developing Work Relationships
 Increasing Your Contribution at Work

Personal Behaviors and Conduct
 Providing Resources for Success
 Starting a New Job
 You and Your Boss
 How to Work Successfully from Home



POLICY & COMPLIANCE

Preventing Discrimination and Harassment for California/Connecticut Managers
 Preventing Discrimination and Harassment for Employees
 Preventing Discrimination and Harassment for Managers



PROJECT MANAGEMENT

Project Management for Managers



SALES

Conducting Great Online Demos and Sales Calls
 Lead Generation- Spears (Outbound Prospecting)
 Lead Generation-Nets (Inbound Marketing)
 Lead Generation-Seeds (Customer Success)
 Leadership Essentials
 Relationship Selling Toolkit



Pricing

Get access to the **full library** of courses
 in an **unbeatable price!**

\$4500/year
 for **100 library licenses.**
 (\$45 per user)

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▼ for higher amount of licenses. ▼

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20%
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COMMUNICATION

Increase your Listening Power
Persuasion the Art of Communication



HEALTH & SAFETY

Workplace Safety - Active Shooter



IT SKILLS

Mastering Access 2013
Email Management
Organizing your Files
Staying Safe Online
Using Windows 10
Excel Data Analysis with Pivot Tables
Managing Emails
Sharing Calendars
GMAIL Essentials 2015
GSuite Essentials 2016
Intro to Sharepoint
Mastering Adobe Acrobat DC Essentials 2016
Mastering Excel 2016 - Intermediate
Mastering Excel 2016 - Advanced
Mastering Excel 2016 - Basics
Mastering Outlook 2016 - Basics
Mastering Outlook 2016 - Advanced
Mastering Excel 2016 - Full Course
Windows 10 Essential
QuickBooks
Mastering Powerpoint 2013 - Full course
Power Up Powerpoint
Outlook Online Essentials 2017
Mastering Office 365 Essentials 2017
Microsoft Sway Essentials
Microsoft Lync Essentials
Mastering Word 2016 - Full Course
Mastering Word 2016 - Advanced
Mastering Word 2013 - Full Course
Mastering Word 2010 - Full Course
Mastering QuickBooks Online
Mastering PowerPoint 2010 - Full course
Mastering Outlook 2013 - Full Course
Mastering OneNote 2016
Mastering Outlook 2013 - Basics
Mastering Outlook 2016 - Full course

Mastering Powerpoint 2016 - Advanced
Mastering Powerpoint 2016 - Basics
Mastering Powerpoint 2016 - Full Course
Mastering Word 2016 - Basics
Mastering Word 2016 - Intermediate
Advanced QuickBooks 2016
Mastering Excel 2010 - Full Course
Mastering OneNote 2013
Office 365 Essentials 2017



PERSONAL DEVELOPMENT

Time Management - Basics
Time Management
Secrets of the Web
Motivational Ethics



POLICY & COMPLIANCE

Intro to HIPPA for Business Associates
Intro to HIPPA for Covered Entities
Intro to HIPPA for MSP



PROJECT MANAGEMENT

Project Management Fundamentals
MS Project 2016 - Part1
MS Project 2016 - Part2



SALES

Sales 101



Pricing

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BUSINESS SKILLS

Advanced Train the Trainer:
Delivering Training
BizLibrary Production's "How To" Series
Building Great Relationships
Business Etiquette
Character in the Workplace
Complex Problem Solving
Decision-Making: Groups
Ethics for Employees
Ethics for Managers
Etiquette for Business Meals
Fundamentals of Customer Service
Getting Customer Feedback
How to Effectively Manage Time
Make Change Work
Maximizing Productivity With Stand-Up Meetings
Performance Excellence: Introduction
Setting and Managing Priorities
Setting Personal Financial Goals
Using Surveys to Get Feedback



COMMUNICATION

A Guide for Healthy Communications
Addressing Workplace Dysfunctions
Art of Assertiveness
Coaching for Higher Performance
Communicating Through Body Language
Coordinating With Others
Effective Writing Skills
Having Great Conversations
Persuasion Basics
Understanding DISC
Verbal Self-Defense at Work



CUSTOMER SERVICE

Analyzing Your Customer Service
Customer Service Communication Skills



FINANCE

Decision-Making: Financial



HEALTH AND SAFETY

Bloodborne Pathogens: Learn Your Risk
Health Hazards at Work
Learning Ergonomics



HUMAN RESOURCES

Learning Retention Strategies
Stay Interviews: Retaining Top Performers
The Interviewing Process
Working With the Five Generations



IT SKILLS

Cyber Security Awareness



MANAGEMENT AND LEADERSHIP

Creating Accountability
Creating Engagement Among Employees
Developing B-Players Into Top Performers
Disagreements at Work
Enhancing Productivity With Remote Workers
Happiness at Work
How to Handle Angry People
Leadership and Building an Effective Team
Leadership and Change
Leadership and Delegation
Leadership and Empowerment
Leadership and Motivation
Leadership and Red Flags
Leadership and Vision Mission and Values
Leadership Fundamentals
Managing the Family Business;
Propelling Performance
With Open-Book Management
Succession Planning
Supervisor Fundamentals
Team Facilitation Skills: Getting Started
Team Facilitation Skills: Introduction
Team Facilitation Skills: Meeting Management
The Value of Followers
Using the Discipline Process



PERFORMANCE EXCELLENCE

Business Process Reengineering (BPR):
Implementing Radical Change

CQI: Charts

CQI: Data

CQI: Diagrams

CQI: Flow

CQI: Overview

CQI: Statistics

Lean: Doing More with Less

Six Sigma: A Method for Eliminating Defects

Total Quality Management (TQM)



PERSONAL DEVELOPMENT

Advanced Train the Trainer: Content Development

Advanced Train the Trainer: The New Learner

Advanced Train the Trainer: Training Management

Becoming an Expert at Remembering Names

Being a Great Mentor or Mentee

Best Practices for Knowledge Management

Building Strategic Relationships

Career Advancement

Cognitive Flexibility

Conducting a Formal Mentoring Program

Creating a Motivating Experience

Critical Thinking 101

Effectance: The Key to Motivation

Effective Online Meetings

How to Be Liked and Respected

How to Effectively Manage Stress

Igniting Creativity

Making Better Decisions with Framing

The Art of Presentational Speaking: Content

Transcribing Audio and Notes to Text

Using Emotional Intelligence



POLICY AND COMPLIANCE

Diversity: Seeking Commonality (Employee Version)

Diversity: Seeking Commonality (Manager Version)

Export Compliance: What You Need to Know

HIPAA Intermediate for Security Officers

HIPAA: Basics

HR Law for Managers

Performance Appraisals

Stop Bullying in the Workplace: Manager Version

Stop Sexual Harassment Now: Employee Version

Stop Sexual Harassment Now: HR Version

Stop Sexual Harassment Now: Supervisor Version

Understanding Workplace Substance Abuse for Employees

Understanding Workplace Substance Abuse for Managers



PROJECT MANAGEMENT

Mastering Project Management:
Project Management Fundamentals

Project Implementation



SALES

Account Management:
Establishing Lasting Partnerships

Negotiating Skills

Selling at a Distance

Selling at a Distance: Prospecting by Phone



VIDEO PRODUCTION

Creating Great Business Video: Design

Creating Great Business Video: Facilities

Creating Great Business Video: Format

Creating Great Business Video: Introduction

Creating Great Business Video: Materials

Creating Great Business Video: Present!

Creating Great Business Video: Record

Creating Great Business Video: Structure

Creating Great Business Video: Writing



Pricing

Get access to the full library of courses in an unbeatable price!

\$9000/year for 100 library licenses. (\$90 per user)

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