



Self-Knowledge and Career Development Skills

Open-Enrollment * Self-Paced * Mobile Friendly

These skills courses can be completed to fulfill clock-hours for many industries, personal or professional development, life skills or homeschooling lessons. In some cases, these courses can also be used to meet court ordered classes. Early childhood professionals should verify in the chart below if their state will accept these courses to meet annual training requirements.

Course Title	Hours/CEU	IACET CEU Course	States that will accept the course toward annual child care staff training requirements.
21st-Century Written Business Communication	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Accountability	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Active Listening	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Addressing Violent Situations	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Advancing in a Job	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Alcohol Misuse and Abuse	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Anger Cycle	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Anger Management	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Anger Management Overview	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Anxiety and Stress	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Assertive vs. Aggressive Communication	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Attending an Interview	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Balancing Work and Life	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Basic Professionalism	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Basics of Note-Taking	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Becoming a Good Leader	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Becoming the Go-To Person	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Budgeting	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Change as a Motivator	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT

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Choosing the Right Resume for the Job	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Communicating by Telephone	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Communicating in Difficult Situations	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Communication in the Workplace	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Communication Overview	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Communication Styles and Interpersonal Communication	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Conflict Basics	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Conflict Resolution	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Conflict Resolution Strategies	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Cooperation and Compromise	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Creating Successful Teams	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Creativity	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Creativity in a Team	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Creativity in Daily Life	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Creativity in Leadership	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Creativity in the Workplace	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Credit	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Crisis Management	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Critical Thinking Basics	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Decision Making	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Difficult Behaviors in the Workplace	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Discrimination in the Workplace	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Distractions and Deterrents to Educational Success	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Diversity in the Workplace	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Drug Misuse and Abuse	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Effective Communication	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Effective Environments for Learning	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Embracing Change	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Emotional Intelligence (EI)	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Emotional Intelligence Skills	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Employment Hot Topics	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Filing a Charge of Discrimination	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Gaining Trust	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Giving and Receiving Feedback and Criticism	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Governmental Involvement in the Workplace	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Handling Information Overload	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Harassment at Work	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Healthy Lifestyle Choices	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
HIV/Bloodborne Pathogens	1 hour .1 CEU	YES	Child care providers should verify with their state.
Improving Decision Making	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Influencing and Persuading	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Introduction to Sexual Harassment	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Introduction to Time Management	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Job Search	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT

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Learning Styles	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Lifelong Learning	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Losing and Rebuilding Trust	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Medical Emergency Awareness	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Memory Techniques	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Mindset and Stress	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Misconceptions about Creativity	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Negativity and Power Struggles at Work	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Networking for Success	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
New Hire Information and Orientation	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Nonverbal Communication	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Office Politics	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Performance Appraisals	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Personal Productivity	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Personal Wellness	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Positive Self-Talk	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Preparing for an Interview	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Preventing and Responding to Active Shooter Events	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Problem Solving Model	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Procrastination	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Professional Uses of Technology	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Pros and Cons of Social Media	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT

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Putting Creative Ideas to Work	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Reading Comprehension	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Relationships In and Out of the Workplace	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Respect and Employment	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Saving	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Security Awareness	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Security in Technology	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Self-Awareness	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Self-Management	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Self-Motivation	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Setting Goals	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Setting Priorities	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Sexual Harassment Awareness Overview	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Sexual Harassment: Prevention and Response	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Signs and Symptoms of Stress	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Sources of Stress	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Stress and Values Clarification	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Stress at Work	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Stress Management Overview	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Techniques for Managing Stress	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Test-Taking Skills	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
The Creative Process	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT

Self-Knowledge and Career Development Skills

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Time Management Antagonists	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Time Management Overview	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Time Management Strategies	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Time Management Types and Styles	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Tips and Tricks for Smooth Living	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Tolerance and Respect	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Trust and Motivation	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
U.S. Equal Employment Opportunity Commission (EEOC)	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Understanding and Improving Study Habits	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Understanding and Preparing for Active Shooter Events	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Understanding Anger	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY

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Understanding Self-Esteem	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Using Critical Thinking in Work and Life	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Using Technology and Your Resume	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Verbal Business Communication	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Verbal Communication	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
What is Motivation?	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
What is Stress?	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Working as Part of a Team	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Working with Poor Leadership	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Working with Procrastinators and Untrustworthy People	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY
Writing a Winning Resume	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT

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Written Business Communication	1 hour .1 CEU	YES	AL, AZ, CO, CT, FL, HI, ID, IN, KS, LA, MA, MD, ME, MS, NH, NM, NV, NY, OR, SD, TX, UT, VT
Written Communication	1 hour .1 CEU	YES	AL, AR, AZ, CO, CT, FL, HI, ID, IL, IN, KS, KY, LA, MA, MD, ME, MI, MS, NE, NH, NJ, NM, NV, NY, OR, SD, TX, UT, VT, WY