

MCE / **ONDEMAND E-LEARNING**



MCE OnDemand E-Learning Courses

Self-paced e-learning courses that includes: videos, quizzes, audio, exercises, reading, making decisions, assessments and more.

The MCE OnDemand training courses are self-paced e-learning courses. Most courses are 240 minutes long and include videos, quizzes, audio, exercises, reading, making decisions, assessments and more.

Each course consists of short modules of about 15-20 minutes with a clear learning objective. You learn at your own pace – where and when you want. You can pause, stop and start again when you are ready.

With an internet connection, you can access the training courses anywhere, anytime. You will receive a certificate of completion for every successful lesson.

25+
e-learning courses

Around
240
minutes long each

€225 each

€450 for all
courses



Strategic Leadership & Crisis Management

Crisis Leadership

Access a toolkit of skills to help you lead through adversity and change.

Tough times call for agile groups, effective strategies, managing change, and motivating your unit to succeed. Turn adversity to opportunity with the skills you'll learn and build in this timely course.



220 minutes



11 lessons

Developing Leadership Skills

Build a toolkit of vital leadership skills—from emotional intelligence to strategy execution.

Access comprehensive and powerful tools as you learn the skills that all managers and leaders need in today's business climate. Prepare for your leadership role by developing your skills in emotional intelligence, communication, strategy development & execution, as well as agility.



220 minutes



11 lessons

Innovation and Strategic Thinking for Managers

Discover how to lead innovation and implement change in your organization.

Learn to think strategically and build skills to initiate and manage change as well as drive innovation. Get access to the frameworks necessary to develop strategies, become agile and foster the creativity needed to innovate.



180 minutes



7 lessons

Leadership Skills for Maximum Team Productivity

Leverage these skills to ensure maximum results through your team members.

Leaders and managers who acquire these skills can achieve greater outcomes through their teams' performance. Learn how to develop an effective strategy, negotiate to obtain necessary resources, create a motivational climate, and sustain commitment and collaboration so that you can effectively execute required tasks through others.



250 minutes



11 lessons

Becoming a Manager

Manager Quick Start: Essential Management

Develop crucial skills to help you become a more effective manager and communicator.

Build on your functional expertise with essential new management skills. Develop your emotional intelligence, become an effective communicator and gain knowledge and skills to be a strong presenter.



230 minutes



8 lessons

Certified Professional in Management OnDemand Exam Prep

Prepare for the AMA Certified Professional in Management (AMA-CPM) Exam on your own schedule-24/7

Learn key management competencies by yourself with this comprehensive, on demand AMA-CPM Prep Course. It consists of 16 on demand lessons, one for each management competency. Every lesson is about 20 minutes long, and best of all, you can take each one as often as you'd like. It's a great way to jump-start your AMA-CPM exam prep—or use it to reinforce your skills shortly before you take the exam.



220 minutes



11 lessons



Customer Service Training

Customer Service Manager Training

Ensure your team is motivated and ready to implement an effective customer service strategy.

By applying the concepts in these learning assets, any manager of a customer service team can build and sustain an effective customer-focused strategy. Learn to motivate and develop your team by utilizing proven coaching, feedback and delegation techniques.



230 minutes



8 lessons

Frontline Customer Service Representative Training

Develop the knowledge and attitudes to deliver exceptional service.

Customer service professionals who interact with customers on a daily basis need the right skills and mindset to do so with success. Harness these resources to gain the knowledge and attitudes necessary to develop emotional intelligence and a strong sense of power and autonomy—keys to exceptional service. Carefully designed assets focus on problem-solving techniques and how to work collaboratively with colleagues.



220 minutes



4 lessons



Analytics & Finance

AMA's Excel Training Series

Make better business decisions by harnessing the full capabilities of Excel.

Explore tools and techniques that can help you become a wiz at spreadsheets. By applying these skills, you'll be able to leverage time- saving tips and analyze data that can help you make better business decisions.



540 minutes



6 lessons

Analytical Skills for New Managers

Make more effective decisions by applying analytical techniques to business endeavors.

Develop the quantitative and qualitative analysis skills to make evidence-based decisions that drive results.



170 minutes



6 lessons

Data Analysis and Business Analytics for Beginners

Learn and apply crucial tools and insights to qualitative and quantitative data analysis.

Data-driven decision making is critical for effective strategic operations. Get the knowledge, tools and frameworks necessary to analyze data both qualitatively and quantitatively and make better business decisions by backing them up with hard analytical evidence.



260 minutes



6 lessons

Workplace Development: Problem Solving and Data Analysis

Make better business decisions with skills to gather and analyze data.

Develop your problem-solving skills through data analysis and learn how to gather, manage and present data.



260 minutes



8 lessons

Relating to Others

A Manager's Guide to Effective Work Relationships

Enhance team success by learning key aspects for managing relationships..

Building working relationships within your team is crucial to good management. Learn how to effectively delegate tasks, conduct performance reviews, coach your team by using feedback and manage change within your team.



300 minutes



9 lessons

Building the Skills to Be an Essential Team Player

Enhance work relationships with colleagues and gain credibility and trust.

Build your professional brand as a credible and trustworthy team member by developing your ability to communicate effectively, manage your emotions and foster positive work relationships. Enhance your ability to get the job done by planning for success, while prioritizing and balancing your workload.



300 minutes



7 lessons



Communicating at Work

Training and Presentation Skills

Create and deliver meaningful learning experiences that engage your audience.

Develop your ability to create engaging, learner-centric training experiences by leveraging the ADDIE Model and acquire the skills to deliver impactful presentations with confidence and credibility.



320 minutes



9 lessons

Workplace Communication Training

Enhance your credibility, influence and overall success by learning critical communication techniques.

Gain strategies to improve your communication skills no matter what your career level. Discover how to demonstrate credibility and acquire knowledge and insights to enhance your ability to motivate, persuade and influence throughout the organization.



270 minutes



10 lessons



Understanding Business

Basics of Business Acumen

Explore the key elements of how a successful business works.

To succeed in business, you first need an understanding of how a business operates—from analyzing data and financials to managing projects. Access resources that can help professionals at all levels improve their business acumen in order to enhance performance and achieve organizational goals.



230 minutes



8 lessons

Business Fundamentals

Learn essential elements of how a business functions.

Build a foundational understanding of how a business operates and develop your problem-solving skills through data analysis. In addition, learn to manage projects that achieve results.



280 minutes



4 lessons

The Manager's Guide to Business Literacy Skills

Develop a well-rounded knowledge of the way a successful business operates.

Get the job done by developing your skills in managing projects, supporting the financial goals of your organization and leveraging the benefits of diverse and inclusive teams.



280 minutes



7 lessons

Diversity & Inclusion

Diversity & Inclusion Training

Learn key skills for building and leading a diverse and inclusive organization

High-performing teams are composed of people who bring a variety of perspectives and cognitive approaches to their jobs. A skilled manager knows how to respect those diverse backgrounds and viewpoints while ensuring equal treatment of all team members. Explore key cornerstones of diversity and inclusion so that you can champion diversity and foster an inclusive culture in which everyone feels a sense of belonging.



260 minutes



8 lessons



Other Key Topics

Essential Project Management Skills

Learn essential Project Management concepts 24/7—at your own pace

Explore the terminology, tools and techniques of project management with this comprehensive, on demand course. Over 7 compact and focused lessons, you'll learn about key PM concepts such as the Work Breakdown Structure, collaborative communication, risk strategies and much more. You'll also be able to retake each lesson as much as you want.



230 minutes



7 lessons

How to Build a Professional Brand and Image

Increase your success by enhancing your credibility and image in business.

Gain credibility and trust by building your professional brand and image. You will also gain insights to help you develop your emotional intelligence and communication skills.



390 minutes



9 lessons

Managing Priorities for Max Productivity

Effectively plan and manage workflow in order to get optimal results and minimize stress

To be successful and add value in business, every individual must have the skills to effectively manage and prioritize their workflow. Acquire the knowledge and insights to create a forward-moving plan for any job, be able to prioritize tasks for maximum efficiency and sharpen your focus for getting the job done.



320 minutes



9 lessons

Visit
mce.eu



Corporate Offer



Corporate offers are available for more than 10 people – either taking the same course or taking different courses.

Contact the MCE team to get your corporate offer.

Contact us

info@mce.eu

+32 2 543 21 20