



Course Completion Checklist

Nan McKay

VIP BONUS Course: Leadership Excellence Blueprint: Cultivating High-Performing Leaders for Sustained Organizational Success

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Efficiency Unleashed: Mastering Your Unique Productivity Style and Overcoming Hurdles

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Break Free: Unleashing Your Productivity Potential

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Leadership Chameleon: Mastering the Art of Situational Leadership

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Delegate with Distinction: Matching Readiness to Leadership Styles

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Transition Triumph: Mastering Change Management for Organizational Success

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: AI Advantage: Transforming Content Creation in the Digital Age

- Completed all modules and lessons
- Participated in activities and exercises

- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Dialogue Dynamics: Overcoming Communication Barriers in Management

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Radiate Resilience: Overcoming Negativity to Foster a Positive Workplace

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Talent Triumph: Mastering Hiring and Onboarding for Success and Retention

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Unified Vision, Unleashed Potential: Aligning Values for Organizational Success

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Measure to Master: Setting and Assessing Performance Standards for Success

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Lead with Heart: Mastering Emotional Intelligence in Management

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Time Triumph: Mastering Time Management for Stress-free Success

- Completed all modules and lessons
- Participated in activities and exercises

- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Nurture & Nudge: Mastering the Art of Coaching and Mentoring

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Innovation Ignition: Sparking Creativity and Diverse Thinking in Teams

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Mirror to Mastery: Assessing and Aligning Organizational Effectiveness

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Strategize for Success: Mastering the Art of Strategic Planning

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Conflict Conquer: Mastering the Art of Resolution and Negotiation

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Embrace the Spectrum: Mastering Diversity and Inclusion in the Workplace

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Performance Powerhouse: Mastering the Art of Effective Management

- Completed all modules and lessons
- Participated in activities and exercises

- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Motivate to Thrive: Creating a Culture of Inspiration and Achievement

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Course: Process Pioneers: Mastering the Art of Work Procedures and Optimization

- Completed all modules and lessons
- Participated in activities and exercises
- Reviewed additional resources and materials
- Completed assessments or quizzes, if applicable

Note: Please check the box [] for each course once you have completed all the modules, activities, and assessments.