Furman University is committed to providing equal access to its educational programs, activities, and facilities to all otherwise qualified students without discrimination on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or any other category protected by applicable state or federal law. An Equal Opportunity/Affirmative Action employer, Furman also affirms its commitment to nondiscrimination in its employment policies and practices. For information about the University’s compliance with the 1964 Civil Rights Act, Title IX of the Educational Amendments of 1972, and the 1978 Anti-Bias Regulation, contact the Director of Human Resources, 864-294-3015, 3300 Poinsett Hwy, Greenville, SC 29613. For information about Furman’s compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act Amendments Act, contact the Disability Services Coordinator, 864-294-2320, 3300 Poinsett Hwy, Greenville, SC 29613.
difficulty recruiting and retaining high quality employees? Would you like a retreat? Does your organization need a succession plan? Are you having trouble understanding what your customers expect? The Center for Corporate and Professional Development can help your organization.

Performance Consulting Services
Would your senior management team benefit from a strategic planning retreat? Does your organization need a succession plan? Are you having difficulty recruiting and retaining high quality employees? Would you like to more fully understand what your customers expect? The Center for Corporate and Professional Development performance consultants can tailor programs specific to your organization’s specific needs.

CENTERS FOR CORPORATE AND PROFESSIONAL DEVELOPMENT
Furman University’s Center for Corporate and Professional Development anticipates and responds to the ever-changing needs of organizations by providing customized training options in executive leadership and team development, project management, finance and accounting, and other facets of business development and human performance improvement. Using the latest instructional systems design technology, our educators, drawn from the Furman faculty and recruited from leading companies, link learning to real-world problems facing your organization.

Communication Skills
Informational Writing Styles for Improving Problem Solving and Communications
Writing in the Workplace
Policy Persuasion
Construcive Argument and Debate
Communication in Controversy
Communication Ethics
Facing the Media
Public Speaking and Presentations
Business Etiquette and Professionalism
II Takes All Types: Understanding and Using the Myers-Briggs Type Indicator in Your Organization
Dining with Confidence
50 High-Impact, Low-Tech, No-Cost Ways to Improve Your Customer Service

Financial Concepts and Accounting
Financial Concepts for the Non-Financial Manager
Project Evaluation and Capital Budgeting
Accounting for Non-Financial Managers
Creative Thinking for Accountants

Human Resource Management
Great Customer Service
Diversity As A Competitive Advantage
Aligning Human Resources With Business Strategy
Career Development—Exploring Options and Aligning Visions
Risk Management by Avoiding Employee Legal Claims
Learning from Other Company’s Mistakes
Workplace Discrimination and Harassment—Sexual and Otherwise Positive Employee Relations
The Legal How-Tos of Workplace Investigations: Employee Discipline and Discharge
Walking the Recruiting, Hiring and Promotion Tightrope

Leadership Development
Time Management
Building Negotiating Power
Using Your Head: Making Emotional Intelligence Work
Strategic Planning
Career Development Coaching for Managers
Cultivating Collective Wisdom through Mentoring
Diversity/Inclusion: Appreciating the Unique Talents of Your Workforce
Generational Diversity: What You Need to Know About Motivating Today’s Workforce
Networking Power
Serving Leadership

Non-Profit Development
Nonprofits 101
How Did They Get That?
Grant Writing for Smarties

Performance & Change Management
Facilitation Skills for Managing and Leading Change and Improvement
Customer-Supplier Relationship Management
Process-Based Management
When We’ve All Gone Most Appreciative Inquiry
Beyond Brainstorming: Facilitated Idea Generation Sessions

Problem Solving & Decision Making
Root Cause Works
Advanced Decision Making and Analytical Thinking
Creative Problem Solving

Project Management
Initiating Projects and Managing Scope
Managing Communications
Estimating and Managing Time and Cost
Leading Teams and Managing Human Resources
Negotiating and Managing Contracts
Assessing and Managing Risks

Sales & Marketing
Client-Focused Selling
Positioning vs. Direct Competition
Selling an Integrated Product Package
Using Research Effectively
High Performance Selling

Systems Analysis & Knowledge Management
Foundations of Systems Analysis
Successful Techniques for Defining Business and System Requirements
Techniques for Analysis Modeling
Knowledge Management
Trends in Technology

Team Development
We Building
Diversity University
How to Have Energy at the End of the Day
MedHumorize: or ‘Humor in Medicine’
Peak Performance Challenge Course
Finding to Make Your Team Great
Stress Mastery
Team Creativity: Sparkling Fountains or Stagnant Pools/

To request a complete course catalog or get more information on how The Center for Corporate and Professional Development can help your organization, please contact Brad Bechtold, director of Continuing Education, 864.294.3136 or email <brad.bechtold@furman.edu>.

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