

Easy Trainer Supervisory and Management Skills CD Topics

- 1. Attendance**
- 2. Challenging Employees**
- 3. Communication**
- 4. Employee Input**
- 5. Professional Development of Employees**
- 6. Employee Complaints**
- 7. Performance Appraisals I — Principles and Systems**
- 8. Performance Appraisals II — Documenting & Communicating**
- 9. Preventing & Defusing Violence**
- 10. Performance Goals**
- 11. Substance Abuse**
- 12. Temporary Employees & Independent Contractors**
- 13. Military Leave**
- 14. Workplace Safety**