

Experience a core training library designed to simplify your complex needs. Smartly-curated with modern workforce concerns in mind, this turn-key microlearning library will drive learning and boost knowledge retention.

Why Absorb Amplify?

A turn-key system integrated into Absorb LMS, this library can be accessed as soon as you sign up. Amplify has hundreds of courses which will continue to expand and update over time to reflect the latest learning needs and changing compliance regulations.

We designed Amplify with you, our clients, in mind. Amplify will be supported with the great client service you already love.

Build skills, onboard employees, and support company-wide initiatives with Absorb Amplify.

Modernize your training with microlearning

Microlearning builds skills in bite sized videos of 3—10 minutes, focusing on 1—2 key objectives. This prevents fatigue and drives learner engagement and knowledge retention. Microlearning courses improve focus and support long-term retention by 80%. Microlearning can be completed by the learner wherever and whenever. Employees are interrupted at work every 11 minutes on average — short chunks of learning allow employees to focus as well as learn in the flow of work.



Case Studies
Essentials

Enroll



Information
Security

Enroll



Employee
Wellbeing

Complete



Communi
Mastercl

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September 2025

Amplify course list



01
Business skills

02
Career development

03
Compliance

04
Diversity and inclusion

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Finance

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IT skills

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Leadership

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OSHA

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**Personal development
and health**

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Project management

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**Sales and
customer service**

12
Sustainability

01 Business skills

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- Active Listening ^S
- Adaptability and Managing Change in a Manufacturing Setting ^{FS}
- Advanced Emotional Intelligence - Self Motivation
- Analytical Skills in Healthcare
- Asking Your Manager for Feedback
- Being Assertive v2
- Being Inclusive in the Remote Workplace: Meetings ^S
- Building Confidence
- Building Perseverance and Resilience
- Building Trust and Credibility with Your Manufacturing Team
- Building Trust with Others ^S
- Building Your Career Brand Through LinkedIn ^{FS}
- Career Brand: Networking ^{FS}
- Change Management in the Modern World ^S
- Collaborative Problem Solving
- Communicate Effectively in the Workplace
- Communication Skills ^{FS}
- Communication Skills in Healthcare
- Communication Skills in Manufacturing
- Conflict Management in a Manufacturing Setting
- Cost Control Strategies in Healthcare
- Creative Problem Solving ^S
- Creative Thinking
- Creativity in the Workplace
- Critical Thinking
- Cultural Awareness and Inclusion in Manufacturing Teams
- Curiosity as a Soft Skill
- CV/Resume Tips ^{FS}

- DACI
- Dealing with Conflict ^{FS}
- Dealing With Difficult Coworkers ^S
- Decision Making ^S
- Design Thinking ^S
- Developing Empathy ^S
- Email Etiquette ^S
- Emotional Intelligence Explained ^S
- Giving and Receiving Feedback
- Giving and Receiving Feedback Effectively in Manufacturing
- Growth Mindset: Practical Tips ^S
- Handling Difficult Conversations
- How to Deal with Anger ^{FS}
- How to Deal with Frustration ^{FS}
- Hybrid Working Top Tips ^S
- Identifying Your Daily Priorities ^{FS}
- Identifying Your Skill Gaps
- Influencing Skills ^{FS}
- Influencing Without Authority ^S
- Innovative Thinking ^S
- Insights with Amy Tez - Communication Skills: Being Present
- Insights with Amy Tez - Effective Listening
- Insights with Amy Tez - Giving Effective Feedback
- Insights with Amy Tez - Importance of Nonverbal Communication
- Insights with Amy Tez - Overcoming Imposter Syndrome
- Insights with Amy Tez - Preparing for Presentations
- Insights with Amy Tez - Public Speaking with No Fear?
- Insights with Amy Tez - Smart Negotiation

- Insights with Amy Tez - Storytelling
- Insights with Amy Tez - Thriving as an Introvert in an Extraverted World
- Insights with Derek Redmond - Being Part of a High Performance Team
- Insights with Derek Redmond - Goal Setting & Patience for Leaders
- Insights with Derek Redmond - Learning Lessons from Failure
- Insights with Derek Redmond - Top Tips for Goal Setting
- Insights with Derek Redmond - Traits of High Performing Teams
- Instant Messaging Etiquette ^S
- Interview Tips ^{FS}
- Introduction to Lean and Six Sigma ^{FS}
- Introduction to Managed Care
- Kaizen Explained ^{FS}
- Keeping Your Cool in Debates ^{FS}
- Leading a Hybrid Team ^S
- Leading Productive Meetings ^{FS}
- Lean: Tools and Waste Explained ^{FS}
- Learning Minute: Building Rapport ^{FS}
- Learning Minute: Effective Email Writing ^{FS}
- Learning Minute: Getting Rid of Desk Clutter ^{FS}
- Learning Minute: Office Communication ^{FS}
- Learning Minute: Organizing your Electronic Devices ^{FS}
- Learning Minute: Organizing your Paperwork ^{FS}
- Learning Minute: Organizing your Workspace ^{FS}
- Learning Minute: Powerful Storytelling ^{FS}
- Learning Minute: Writing Longer Emails ^{FS}

01 **Business skills**

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- Learning Podcast - Building Confidence with Soft Skills and Workplace Etiquette
- Learning Podcast - Personal Accountability
- Listening with Empathy
- Maintaining a Good Work/Life Balance
- Managing Fatigue
- Managing Your Own Performance
- Mark Preston - Lessons from Motorsport: "Solving the Next Problem"
- Mark Preston - Lessons from Motorsport: Calculated Risks
- Mark Preston - Lessons from Motorsport: Resilience
- Negotiating Healthcare Contracts
- Negotiation Skills
- Objectives and Key Results (OKRs) ^S
- Online Meeting Etiquette
- Patient Advocacy and Mutual Respect in Healthcare
- Patient-Centered Communication
- Preparing for Effective Meetings ^{FS}
- Presentation Skills ^{FS}
- Problem Solving and Critical Thinking for Operators and Technicians
- Problem Solving Basics ^{FS}
- Productivity Tips
- Psychological Safety
- Reading and Writing Comprehension
- Remote Communication Tips v2
- Remote Onboarding v2
- Remote Presentation Skills v2
- Respect in the Workplace ^S
- Self Regulation
- Six Sigma Explained ^{FS}
- SMART Goal Setting (UK) v2
- SMART Goal Setting (US) v2 ^{FS}
- Soft Skills for Call Center Staff - Empathy
- Soft Skills for Call Center Staff - Ownership and Responsibility
- Soft Skills for Call Center Staff - Service Recovery
- Soft Skills for Call Center Staff - Time Management
- Soft Skills for Call Center Staff - Upselling
- Soft Skills for Call Center Staff: Active Listening
- Soft Skills for Call Center Staff: Handling Angry and Frustrated Callers
- Soft Skills for Call Center Staff: Phone Etiquette
- Soft Skills for Call Center Staff: Questioning Techniques
- Soft Skills for Call Center Staff: Service Mindset
- Strategic Thinking ^S
- Stress Management and Mental Wellness for Manufacturing Workers
- Teamwork
- Teamwork and Collaboration in Manufacturing
- Time Management and Productivity on the Manufacturing Floor
- Time Management Tips ^{FS}
- Utilization Management in Healthcare
- What is a Growth Mindset? ^S
- What is Digital Marketing?
- What is Your Career Brand? ^{FS}
- Working From Home - Top Tips ^{FS}
- Working in a Hybrid Team

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- 02 **Career development**
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- Accessibility Standards Explained
- Digital Accessibility - Document Design
- Digital Accessibility - Web Design
- Insights with Amy Tez - Communication: "Reading the Room"
- Insights with Amy Tez - Communication: Delivery Skills
- Introduction to Digital Accessibility
- Mark Preston - Lessons from Motorsport: Constructive Feedback
- Mark Preston - Lessons from Motorsport: Data Analysis
- Mark Preston - Lessons from Motorsport: High Hazard Environments
- Mark Preston - Lessons from Motorsport: High-Pressure Situations
- Mark Preston - Lessons from Motorsport: Innovative Thinking
- Mark Preston - Lessons from Motorsport: Teamwork

01	02	03 Compliance	04	05	06	07	08	09	10	11	12		
		<ul style="list-style-type: none">• 5 Whys• Acceptable Use Best Practices• Accessibility for Ontarians with Disabilities Act (AODA) ^F• Accessing Medical and Exposure Records• Acting Ethically v2 ^S• Active Shooter Response v2 ^S• Anti-Kickback Statute• Anti-Money Laundering Awareness v2• Antitrust Awareness• Antitrust Regulations and The Healthcare Industry• AODA & The Human Rights Code ^F• Asbestos Awareness• Automated External Defibrillator (AED) Use• Back Safety and Injury Prevention• Behavior Based Safety (BBS)• Bloodborne Pathogens v2 ^F• Box Cutter Safety• Building a Safety Culture Through Leadership - Employee Recognition• Building a Safety Culture Through Leadership - Fostering Engagement• Building a Safety Culture Through Leadership - Introduction• Building a Warehouse Safety Culture• Bullying and Harassment (UK & EU)• Business Ethics for Managers• Bystander Intervention: Sexual Harassment (Chicago) v2• Cal/OSHA Heat Illness Prevention• Cal/OSHA Workplace Violence: Senate Bill 553 Explained• Cal/OSHA: Bloodborne Pathogens		<ul style="list-style-type: none">• Cal/OSHA: Emergency and Fire Preparedness• Cal/OSHA: Incident Investigation & Reporting• Cal/OSHA: Lockout Tagout• Cal/OSHA: Personal Fall Arrest Systems• Cal/OSHA: Personal Protective Equipment• Cal/OSHA: Working in Confined Spaces• Canadian Anti-Spam Legislation (CASL) ^F• Carcinogen Safety• Cargo Securement: Flatbeds• Chemical Safety Overview• Choking - First Aid• CI: The PDCA Model• Code of Conduct and Ethics (Global)• Code of Conduct and Ethics (US)• Code of Conduct and Ethics v2• Cold Stress v2• Common Workplace Hazards v2• Compressed Gas Cylinder Safety• Conflicts of Interest• Continuous Improvement: 5S ^S• Continuous Improvement: Lean Management• COSHH and Hazardous Substances Awareness• CPR Basics• Crisis Management Response• Cyber Security for Remote Workers• Cyber Security Tips for Executives and Senior Managers• Cyber Security: AI• Cyber Security: While Traveling v2• Cyber Security: Malware v2									<ul style="list-style-type: none">• Cyber Security: Managing Insider Threats• Cyber Security: Mobile Devices v2• Cyber Security: Phishing Prevention v2 ^S• Cyber Security: Ransomware v2• Cyber Security: Social Engineering v2• Data Protection - Data Classification• Data Protection (GDPR) Explained v2 ^{F S}• Data Protection (GDPR) Explained (UK)• Data Protection (US)• Digital Harassment and Cyberbullying• Distracted Driving v2• Driver Safety v2• Drug and Alcohol Awareness (Global) v2• Electrical Safety Basics v2• Electrical Safety: Arc Flashes• Emergency and Fire Preparedness v2 ^S• Emergency Eye Wash and Shower Stations• Environmental and Hazardous Waste Management and Prevention• Everyday Cyber Security Tips v2 ^S• Eye Protection• Failure Modes and Effects Analysis (FMEA)• Failure to Prevent Fraud (UK)• Fair Labor Standards Act (FLSA)• Fall Protection (US)• Fall Protection Awareness (Global)• Family and Medical Leave Act (FMLA)• Fatigued Driving Protection• Fire Safety• First Aid Basics v2• Flammable Liquid Safety• Food Safety - Outdoor Cooking• Food Safety - Proper Kitchen Housekeeping• Food Safety - Proper Storage Techniques

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- Food Safety - Safe Food Handling Practices
- **Food Transportation Safety**
- **Forklift Safety Basics v2**
- **Fraud, Bribery and Corruption Awareness v2** ^{FS}
- Fraud Prevention and Ethics ^{FS}
- Fraud, Waste and Abuse (FWA) in Healthcare
- Freedom of Information Act (US)
- GMP (Good Manufacturing Practices)
- Gramm-Leach-Bliley Act (GLBA) Overview
- **Hand and Power Tool Safety v2** ^S
- Hand Safety
- Hazard Communication v3 ^{FS}
- **Hearing Protection v2**
- **Heat Stress Safety v2**
- **HIPAA Explained v2**
- **HIPAA for Covered Entities v2**
- Hot Work
- Housekeeping on the Job
- **Human Trafficking (US) v2**
- Hydrogen Safety
- Import Compliance Awareness ^{FS}
- Incident Investigation
- Industrial Ergonomics
- **Information Security Essentials v2**
- **Insider Trading (Global) v2** ^S
- Introduction to Continuous Improvement
- Introduction to Crisis Management
- Introduction to Export Control Laws
- Introduction to Food Safety
- Introduction to Loading Dock Safety
- Introduction to MSHA
- **Introduction to OSHA v2**

- ISO 9001 Overview
- Job Hazard Assessments
- Job Safety Analysis
- Job Site Security Introduction
- **Ladder Safety v2**
- Laser Safety
- Latex Allergy Safety
- Legionnaires' Awareness (UK)
- **Lithium-Ion Battery Awareness v2**
- **Lockout/Tagout Awareness v2**
- Lone Worker (UK)
- Machine Guarding
- Mandated Reporting (California)
- **Manual Handling Safety v2**
- Mobile Elevated Work Platforms (MEWP)
- **Modern Slavery (Global) v2** ^{FS}
- Modern Slavery Prevention - Practical Tips (Global) v2
- New York Retail Worker Safety Act
- **Non-CDL Driver Training: Distracted Driving**
- Office Safety ^S
- Overhead and Gantry Crane Safety
- **PCI Protection for Point of Sale Devices v2**
- PCI: DSS Awareness v2 ^S
- Pedestrian Safety in Warehouses
- Personal Fall Arrest Systems
- **Portable Fire Extinguisher Safety v2**
- **PPE Basics v2**
- Preventing Discrimination and Harassment in the Workplace (CA - Employee) v3
- Preventing Discrimination and Harassment in the Workplace (CA - Supervisor) v3
- Preventing Discrimination and Harassment in the Workplace (CT - Employee) v3

- Preventing Discrimination and Harassment in the Workplace (CT - Supervisor) v3
- Preventing Discrimination and Harassment in the Workplace (Employee) v2
- Preventing Discrimination and Harassment in the Workplace (NY - Employee) v3
- Preventing Discrimination and Harassment in the Workplace (NY - Supervisor) v3
- Preventing Discrimination and Harassment in the Workplace (Supervisor) v2
- Preventing Elder Financial Exploitation
- **Reasonable Suspicion v2** ^S
- Reasonable Suspicion for Supervisors
- Reducing Digital Eye Strain
- **Refrigerated Trailer Inspection**
- Resource Conservation Recovery Act (RCRA) v2
- Respiratory Illness Prevention
- **Respiratory Protection v2**
- **Responding to Data Breaches**
- Rigging Safety
- Right to Work (UK)
- Risk Management ^S
- Risk Management: Barriers and Bowtie Diagrams
- Safe Business Travel
- **Safety Culture: Practical Workplace Safety Tips for Employees v2** ^S
- **Safety Culture: Practical Workplace Safety Tips for Managers v2** ^S
- Safety Leadership Behaviors ^S
- Safety Orientation for Construction Workers
- Safety Orientation for Office Workers
- Safety Orientation for Warehouse Workers



- Safety: Working in Mining Environments
- **Secure Use of Collaboration Tools**
- **Setting up an Ergonomic Workspace at Home or in the Office (DSE) v2** ^S
- **Severe Weather and Natural Disaster Prep**
- **Slips, Trips and Falls Prevention v2** ^S
- Spill Prevention and Control
- The Americans with Disabilities Act (ADA)
- The Foreign Corrupt Practices Act (FCPA)
- **UDAAP Awareness v2**
- **Unconscious Bias Explained v2**
- **Unconscious Bias: Practical Tips v2**
- Understanding Safety Data Sheets
- Warehouse 5S Best Practices
- Warehouse Automation and Robotics Safety
- Warehouse Safety Awareness
- Warehouse Waste Management and Recycling Practices
- Warehouse Yard Safety
- What is Elder Financial Exploitation?
- **What is Workplace Harassment? v2**
- **What to do if you Experience or Witness Workplace Harassment v2**
- Whistleblower Awareness (Global) ^{F S}
- Whistleblower Awareness (US)
- WHMIS ^F
- Working in Confined Spaces
- Workplace Bullying Prevention
- Workplace Health and Safety (Canada) ^F
- Workplace Safety: Situational Awareness v2 ^F
- Workplace Violence & Harassment Prevention (Employee Canada) ^F

- Workplace Violence & Harassment Prevention (Employee Ontario) ^F
- Workplace Violence & Harassment Prevention (Employee Quebec) v2 ^F
- Workplace Violence & Harassment Prevention (Manager Canada) ^F
- Workplace Violence & Harassment Prevention (Manager Ontario) ^F
- Workplace Violence & Harassment Prevention (Manager Quebec) v2 ^F
- **Workplace Violence Prevention v2**

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New and updated courses in **bold**

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04 Diversity and inclusion

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- Building and Supporting Employee Resource Groups
- Bystander Intervention Explained v2 ^S
- Bystander Intervention: Practical Tips v2 ^S
- Diversity, Equity and Inclusion: Belonging
- Diversity, Inclusion and Equity: Microaggressions
- First Steps Towards a Diverse, Inclusive and Equitable Workplace ^{F S}
- Inclusive Language and Communication ^S
- Intercultural Competence ^S
- Intersectionality
- Introduction to Diversity, Inclusion and Equity ^{F S}
- Neurodiversity in the Workplace
- Practicing Allyship
- Pronouns in the Workplace
- Unconscious Bias Explained ^S
- Unconscious Bias in Hospitality ^S
- Unconscious Bias: Practical Tips ^S
- What is Neurodiversity?
- What is Workplace Harassment? ^S
- What to do if you Experience or Witness Workplace Harassment ^S
- Women in Leadership ^{F S}

F : Courses available in French

S : Courses available in Spanish

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New and updated courses in **bold**



- Finance for Managers: Basic Concepts
- Finance for Managers: Creating and Managing a Budget
- Finance for Managers: Objectives of Financial Management
- Finance for Managers: Types of Financial Management Activities



- AI Chatbots: What They Are and Best Practices
- AI Leadership Misconceptions - Insights from an AI Expert
- AI Risks Explained
- AI Tools for People in Non-Technical Roles
- Aligning AI with Business Objectives
- Blockchain in the World of Business
- Common Misconceptions and Myths About AI
- Data Driven Decision Making ^S
- Deep Learning Basics
- Digital Transformation: Buzzwords Explained ^{F S}
- Discrimination/Bias in AI ^S
- Essential AI Skills for Leaders from an AI Expert
- Excel – 4 Super Useful Functions ^{F S}
- How Generative AI Works ^S
- Human - AI Collaboration
- Incorporating AI in Business Strategies ^S
- Introduction to Artificial Intelligence (AI) ^S
- Introduction to Business Intelligence (BI)
- Introduction to ChatGPT
- Introduction to Machine Learning
- Introduction to Python: Module 1 - Introduction v2
- Introduction to Python: Module 10 - Account v2
- Introduction to Python: Module 2 - Variables and Operators v2
- Introduction to Python: Module 3 - Lists in Python v2
- Introduction to Python: Module 4 - Tuples and Maps v2
- Introduction to Python: Module 5 - Decisions v2
- Introduction to Python: Module 6 - Loops v2
- Introduction to Python: Module 7 - Functions v2
- Introduction to Python: Module 8 - Len Function v2
- Introduction to Python: Module 9 - Classes and Objects v2
- Leading Digital Transformation ^{F S}
- Learning Podcast - AI in Business: Opportunities and Challenges
- Learning Podcast - AI: Transforming Lives and Businesses
- Major AI Application Areas By Industry
- Microsoft Excel: Functions and Cell Referencing
- Microsoft Excel: The Interface
- Microsoft Excel: Working with Excel Sheets & Data
- Microsoft PowerPoint: Adding Graphics
- Microsoft PowerPoint: Animating Content
- Microsoft PowerPoint: Presenting & Exporting Presentations
- Microsoft PowerPoint: The Basics
- Microsoft PowerPoint: Working with Tables
- **MS Teams - Best Practices and Useful Tips**
- Navigating the Regulatory Landscape of AI
- Popular AI Technologies
- Practical Tips For Using ChatGPT
- Security and AI
- Top Excel Tips and Tricks ^{F S}
- Understanding AI and Ethics ^S
- VLOOKUP Made Easy ^{F S}
- What AI Can and Cannot Do
- What is a Machine Learning Model?
- What is AI Bias?
- What is Big Data?
- What is Blockchain Technology and How Does it Work
- What is Data Literacy?
- What is Digital Transformation? ^{F S}
- What is the "Next Big Thing" in AI?
- What People in Non-Technical Roles Should Know About AI

**07 Leadership**

- Accepting Organizational Change
- Accountability - Non-Manager Employees
- Are Your Employees Engaged? **F S**
- Building Accountability - Leadership
- Creating a Coaching Culture
- Crisis Management: Planning
- Delegation Made Easy **F S**
- Develop Your Leadership Skills
- Developing Female Leaders
- Developing Future Leaders
- Empathy and Leadership
- Employee Recognition Tips **F S**
- Getting to Know Your New Team **F S**
- How to Conduct a Remote Interview **S**
- How to Give Feedback **F S**
- Inclusive Hiring
- Insights with Amy Tez - "Vision" in Leadership
- Insights with Amy Tez - Communicating Your Leadership Vision
- Insights with Amy Tez - Conveying Leadership Presence in Meetings
- Insights with Amy Tez - Leadership Presence
- Insights with Amy Tez - Women in Leadership: Leadership Presence
- Insights with Derek Redmond - Creating a High Performance Culture
- Insights with Derek Redmond - Leadership: Goal Setting
- Insights with Derek Redmond - Leadership: Helping Your Team Deal With Failure
- Inspirational Leadership
- Leadership and Accountability

- Leadership Styles
- Leadership: Assertiveness - Communication and Teamwork
- Leadership: Retaining Your team
- Leadership: Supporting your Team's Mental Health
- Leading a Diverse Team
- Leading a Global Team
- Leading a Multigenerational Workforce
- Learning Minute: Leadership - Aligning with Motivation Styles **F S**
- Learning Minute: Leadership - Employee Empowerment vs Delegation **F S**
- Learning Minute: Leadership - What Motivates your Team? **F S**
- Learning Podcast - Continuous Improvement
- Learning Podcast - Learning From Mistakes
- Learning Podcast - Psychological safety
- Managing a Remote Team **F S**
- Managing High Potential People
- Managing Performance **F S**
- Mark Preston - Lessons from Motorsport: Leadership Qualities
- Mentoring **S**
- Onboarding Hybrid Employees
- Performance Development Conversations **S**
- Performance Development for Remote Workers
- Powerful Interview Questions for Managers **F S**
- Qualities of Great Leaders **F S**
- Servant Leadership
- The Future of Leadership
- Top Tips for New Managers **F S**

- What Makes a Strong Team? **F S**



- OSHA - Asbestos Awareness
- OSHA - Bloodborne Pathogens
- OSHA - Burns
- OSHA - Carbon Monoxide
- OSHA - Chloroform
- OSHA - Cold Conditions (Cold Stress)
- OSHA - Confined Spaces
- OSHA - Driver Safety
- OSHA - Drug and Alcohol Awareness
- OSHA - Electrical Arc Flashes
- OSHA - Electrical Cord Safety
- OSHA - Electrical Safety
- OSHA - Eye Protection
- OSHA - Fall Protection
- OSHA - Falling Objects
- OSHA - Fire Safety
- OSHA - First Aid
- OSHA - Forklift Safety
- OSHA - Formaldehyde
- OSHA - Good Housekeeping
- OSHA - Hand Washing
- OSHA - Hazard Communications
- OSHA - HAZWOPER
- OSHA - Hearing Conservation
- OSHA - Heat Illness Prevention
- OSHA - Infection Awareness
- OSHA - Lead Exposure
- OSHA - Legionnaires Disease
- OSHA - Sleep Deprivation
- OSHA - Slips, Trips, and Falls
- OSHA - SPCC (Spill Prevention, Control, and Countermeasure)
- OSHA - Workplace Violence

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09 Personal development and health

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- Building Good Habits
- Coping with Uncertainty ^S
- Cultivating Patience ^S
- De-escalating Conflict: Face Masks and Social Distancing ^S
- Fatigue Fighting Tips ^{FS}
- Healthy Quick Bites ^{FS}
- How to Build Resilience ^{FS}
- Insights with Amy Tez - Being Authentic in the Workplace
- Insights with Amy Tez - How to Motivate Yourself
- Insights with Derek Redmond - Building Resilience
- Insights with Derek Redmond - Dealing with Failure in a Productive Way
- Introduction to Mindfulness and Meditation
- Learning Minute: More Self Development Ideas ^{FS}
- Learning Minute: Self Development Ideas ^{FS}
- Learning Podcast - Physical and Mental Health in the Workplace
- Learning to Learn
- Mindfulness: Anxiety List
- Mindfulness: Calming Breathwork
- Mindfulness: Embrace Your Feelings
- Mindfulness: Gratitude
- Mindfulness: Observe Your Thoughts
- Mindfulness: Pride List
- Mindfulness: Release List
- Mindfulness: Sensations
- Mindfulness: Senses Awareness
- Mindfulness: The Importance of Breathing ^{FS}
- Navigating Your Mental Health ^S

- Personal Finance Explained ^{FS}
- Personal Finance Top Tips ^{FS}
- Preventing Burnout
- Protecting Your Mental Health During the Covid-19 Pandemic ^S
- Returning to Work after lockdown ^S
- Stress Busting Tips ^{FS}
- What is Meditation? ^{FS}
- What is Mindfulness? ^{FS}
- Which Personality Style are You? ^{FS}

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10 **Project management**

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- Agile Benefits
- Agile Organization
- Agile Principles
- Agile Project Management: What is a Sprint? **F S**
- Agile Values
- Customer Experience & User Experience Explained
- CX Design & Customer Experience
- Dealing with Project Changes **F S**
- How Do Projects Start? **F S**
- Introduction to Agile Project Management **F S**
- Problem Solving and Conflict Management Tips **F S**
- Project Communication Tips **F**
- Project Management Processes **F S**
- Project Management Toolkit **F S**
- Project Management: Goals and Objectives **F S**
- Project Management: Meeting Management **F S**
- Scrum Artifacts
- Scrum Ceremonies
- Scrum Framework
- Scrum Roles
- The Kanban Method in Agile Environment
- UX Design & the User Experience
- What Skills Does a Project Manager Need? **F S**

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11 Sales and customer service

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- ABC= Always Be Closing **F S**
- Building Rapport with Customers
- Building Strong Sales Teams
- Closing Sales
- Creating Valuable Customer Relationships
- Customer Feedback
- Customer Focus v2
- Customer Journey Map
- Customer Service: The Art of Body Language **F S**
- Handling Customer Complaints **S**
- Listening to your Customers
- People Buy From People They Like **F S**
- Retail Top Tips **F S**
- Sales and Customer Service Essentials **F S**
- Sales Effectiveness
- Sales Management: Running a Sales Meeting
- Sales Tips: Questioning and Listening **F S**
- Sales Tips: Selling on the Phone **F S**
- Understanding Customer Motivation
- Understanding Customer Needs

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New and updated courses in **bold**

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12 **Sustainability**

- Carbon Offsetting and Net Zero Explained **F S**
- Climate Change and Business **F S**
- Corporate Sustainability Reporting **F S**
- How to Live and Work More Sustainably **F S**
- Introduction to Sustainability **F S**
- Learning Podcast - Bridging the Gap Between Personal and Professional Sustainability
- Learning Podcast - Sustainability: The New Currency of Business Success
- Social Sustainability **F S**
- Sustainability: Circular Economy
- Sustainability: The Paris Agreement & Goals (SDGs) Explained **F S**
- The Complete Guide to Sustainability v2

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S : Courses available in Spanish

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