



CMD has over 50 years experience meeting the executive and professional development needs of business and industry. All CMD programs can be presented on-site at your organization and customized for your needs. Visit our website at [www.cmd.wichita.edu](http://www.cmd.wichita.edu)

## ◇ MANAGEMENT

Assertiveness Training for Women: Increasing Your Influence & Credibility	November 1, 2018	Ms. Lee Schmucker, MBA
Coaching Your Employees to Greatness	September 13, 2018	Ms. Christina House
Dealing Effectively with Workplace Conflict	December 11, 2018	Ms. Lee Schmucker, MBA
Enhancing Your Customer Service Skills	November 29, 2018	Dr. Donald Hackett
How to Be an Effective Manager	August 28 & 29, 2018	Dr. Gerald Graham
Improving Supervisory Skills	August 16, 2018	Dr. Gerald Graham
Managerial Psychology	September 27, 2018	Dr. John Belt
Managing Time & Multiple Priorities	July 12, 2018	Dr. Donald Hackett
Overcoming Negativity in the Workplace	September 14, 2018	Ms. Dotty Harpool, MBA
Strategies for Effective Presentations	June 20, 2019	Dr. Donald Hackett
The 10 Biggest Mistakes Managers Make (and How to Avoid Them)	February 26, 2019	Dr. John Belt

## ◇ LEADERSHIP

Assertive Leadership Techniques	October 12, 2018	Dr. Gerald Graham
Essential Skills for Effective Leaders	July 24 & 25, 2018	Dr. Gerald Graham
Influencing without Authority	October 22, 2018	Dr. Gerald Graham
Leadership & Communication Skills for Women	February 15, 2019	Ms. Esther Headley, MBA
Mastering the Art of Critical Conversations	December 4, 2018	Mr. Darian Bebout, MBA
Strengths-Based Leadership	November 30, 2018	Dr. Gerald Graham
Thinking Strategically in Your Leadership Role	TBD	Mr. Brian Rawson, MBA
Understanding Human Behavior	November 13, 2018	Dr. Gerald Graham

## ◇ DEVELOPING OTHERS

Emotional Intelligence	November 6, 2018	Ms. Dotty Harpool, MBA
Leading Teams to High Performance	March 5, 2019	Ms. Christina House, MBA, PMP
How to Criticize; How to Praise	August 14, 2018	Dr. John Belt
How to Delegate & Empower Your Employees	April 16, 2019	Dr. Donald Hackett

## ◇ COMMUNICATION SKILLS

Basic Writing & Grammar Skills for Business	September 18, 2018	Ms. Lee Schmucker, MBA
Communicating for Results	October 16, 2018	Ms. Dotty Harpool, MBA
Communication Skills for Supervisors	July 10, 2018	Dr. Donald Hackett
Powerful Business Writing Skills	February 12, 2019	Ms. Lee Schmucker, MBA

## ◇ BUSINESS MANAGEMENT EXCELLENCE

Budgeting Concepts	August 15, 2018	Mr. Michael Flores, MAcc, CPA
Business Analytics: The New Competitive Advantage	September 11, 2018	Dr. Sue Abdinnour
Business Ethics: Responsibility and Compliance	August 21, 2018	Dr. John Perry
Business Modeling & Data Analysis: Using Data to Make Better Decisions	Nov. 27 & 28, 2018	Dr. Sue Abdinnour
Excel Essentials - Basic to Advanced	December 5, 2018	Dr. Sue Abdinnour
Forecasting and Capacity Planning	May 14, 2019	Dr. Sue Abdinnour
Inventory and Supply Chain Management	February 7, 2019	Dr. Sue Abdinnour
Leadership, Change, Creativity & Innovation	August 17, 2018	Mr. Brian Rawson, MBA
Lean Principles	October 26, 2018	Dr. Sue Abdinnour
Operations Management Strategy	October 9, 2018	Dr. Sue Abdinnour
Solving Problems with Root Cause Analysis	September 20, 2018	Ms. Anita Barrett, PMP
The Power of Critical Thinking	August 8, 2018	Mr. Brian Rawson, MBA
Understanding Financial Statements	November 9, 2018	Mr. Michael Flores, MAcc, CPA

## ◇ PROJECT MANAGEMENT

Agile Project Management for Today's Project Leader	February 5 & 6, 2019	Ms. Anita Barrett, PMP
Increasing Influence for Project Managers	Sept. 24 & 25, 2018	Dr. Gerald Graham
Integrating and Customizing M.S. Project® for Seamless Reporting	September 10, 2018	Mr. Michael Green, D.R.S., PMP
Managing Project Teams	August 9 & 10, 2018	Ms. Christina House, PMP
Microsoft® Project 2010 for Project Managers	May 7 & 8, 2019	Mr. Michael Green, D.R.S., PMP
Project Leadership & Communication	January 30 & 31, 2019	Dr. Gerald Graham
Project Management Essentials	August 2 & 3, 2018	Ms. DeAnn Sullivan, PMP
Project Management: Start Strong, Finish Strong	Feb. 20 & 21, 2019	Ms. DeAnn Sullivan, PMP
Project Scheduling & Cost Management	Nov. 15 & 16, 2018	Ms. DeAnn Sullivan, PMP
Project Scope & Requirements Management	October 18 & 19, 2018	Ms. Christina House, PMP
Risk Management	February 27, 2019	Mr. Michael Green, D.R.S., PMP

## ◇ CERTIFICATE PROGRAMS

Strategic Visioning: Building and Sustaining Competitive Advantage, <b>Fall 2018</b> (3 sessions) Nov. 5, 12 & 19, 2018 8:00 a.m. to 3:00 p.m.
Market-Based Management <b>SPRING 2019</b> (3 sessions) March 11, March 25, April 1, 2019
Certificate in Supervision <b>FALL 2018</b> (10 sessions) Sept. 18 through Nov. 27, 2018, Tuesday's 4:30 to 7:30 p.m.
Manager's Toolbox <b>SPRING 2018</b> (79 sessions) March 6 through April 24, 2019, Wednesday's, 4:30 to 7:30 p.m.
Leadership Elite <b>FALL 2018</b> (8 sessions) Sept. 12 through Oct. 31, 2018, Wednesday mornings 8:00 to 11:00 a.m.
Mini MBA® <b>FALL 2018</b> (10 sessions) Sept. 12 through Nov. 14, 2018, Wednesday afternoons, 1:00 to 4:00 p.m.

## ◇ ONLINE TRAINING

Leadership Agile Human Resources GREEN Building Six Sigma/Lean Harassment

For session outlines and registration visit [www.cmd.wichita.edu](http://www.cmd.wichita.edu)