



# SkillSoft e-Learning Recommended Learning List

## Stress Management

### Sample SkillSoft Courseware

#### Business Impact Series (5 to 10 minutes)

These analyze frequently encountered business problems and deliver practical solutions. Each Business Impact focuses on a key scenario, uses innovative video and animation techniques to dramatize its core elements, and recommends a specific course of action.

In SkillSoft, click on 'Catalog' and look for 'Business Exploration Series,' then 'Business Impact Series.'

#### Challenge Series (15 to 20 minutes)

These briefly immerse learners in a business situation and get you back to the job with tools to apply the concepts. The interactive case studies focus on analysis, problem solving, and decision making within first-person role-play targeted at a specific business scenario.

In SkillSoft, click on 'Catalog' and look for 'Business Exploration Series,' then 'Challenge Series.'

### Course Name

### Course Number

#### Modules

Finding Your Life Balance	<a href="#">pd0181</a>
Success Over Stress	<a href="#">pd0182</a>
Strategies for Better Balance	<a href="#">pd0183</a>
Managing Conflict, Stress, and Time	<a href="#">cust_02_a03_bs_enus</a>
Building Your Support System	<a href="#">lead0132</a>

#### Simulations

Living a Balanced Life	<a href="#">pd0180</a>
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#### SkillBriefs

Managing Stress	<a href="#">cust_02_a03_bs_enus</a>
Defining Stress	<a href="#">pd0182</a>
Recognizing Stress	<a href="#">pd0182</a>
Defining Your Boundaries Assertively	<a href="#">pd0183</a>
Releasing Time by Delegating	<a href="#">pd0183</a>
Developing Supportive Relationships	<a href="#">pd0183</a>
Controlling Stress	<a href="#">cust0153</a>
Tools for Decreasing Stress	<a href="#">cust0105</a>
Finding a Work-Life Balance	<a href="#">pd0151</a>

For SkillSoft login information and a Quick Start Guide go to:

[www.umbc.edu/skillsoft](http://www.umbc.edu/skillsoft)

New content is continuously being added. For a current list of courses available, look under 'Course List by Subject.' New releases are at the end of the lists.



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Work-Life Balance Strategies and Benefits	<a href="#">hr 04 a06 bs enus</a>
Keeping Your Life in Balance	<a href="#">lead0131</a>
Work/Life Initiatives	<a href="#">hr0024</a>
<b>Job Aids</b>	
Reducing Workplace Stress	<a href="#">hr0277</a>
Causes of Stress	<a href="#">mgmt0002</a>
Managing Stress and Stage Fright	<a href="#">comm0515</a>
Symptoms of Stress	<a href="#">cust 02 a03 bs enus</a>
Sources of Stress	<a href="#">cust 02 a03 bs enus</a>
Managing Job-Related Stress	<a href="#">cust0153</a>
Work/Life Balance: Terms to Know	<a href="#">hr0024</a>
Work Values Index	<a href="#">pd0261</a>
Coping Skills Exercise	<a href="#">lead0236</a>
Tips to Balance Your Life	<a href="#">lead0131</a>
Defining Your Boundaries	<a href="#">pd0183</a>
Simplifying Your Life	<a href="#">pd0183</a>

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