

Arts, AV Technology, & Communications: These courses strengthen presentation, teamwork, and problem-solving skills that are critical for delivering compelling messages and engaging diverse audiences. By developing these abilities, learners can better adapt to industry trends, manage projects, and build lasting professional relationships.

AMA Microcourse Title	Duration (min)
AI Essentials: A Basic Understanding for All	25
Presenting Visually Compelling Data	15
The ART of Analytical Thinking	26
Five Phases of the Creativity-to-Innovation Process	20
Fostering Creativity and Innovation in Others	18
Creative Thinking Techniques	18
Key Components of Critical Thinking	20
Effective Problem Solving and Decision Making Tools	20
AI: A Framework for Ethical Application	20
Adopting an AI Mindset	27
Diversity and Inclusion: Creating an Inclusive Culture	15
Enhancing Effectiveness through Diversity and Inclusion	20
Managing Projects Effectively	20
Utilizing Effective Risk-Response Strategies	20
Becoming a Trusted Advisor	20
Building a Customer-Focused Strategy	20
Building Credibility and Trust for Improved Communication	23
Creating Boundaries and Balance	20
Establishing Presence and Credibility	20
Developing Awareness that Leads to Emotional Regulation	20
Planning for Success	21
Routines that Support Efficiency and Productivity	23
Creating a Work Breakdown Structure (WBS)	20
The Look and Sound of Confidence	20
Principles of Effective Business Writing	20
Persuasive Communication Skills for Leaders	20
Assertive Communication Skills for Women	21
Enhancing Collaborative Communication	18
Developing and Organizing Presentation Content	20
AI: Upskill and Reskill	20
Manager's Guide to Collaboration	20
Coaching for Performance	

	Next Steps: Browse the Work-Based Learning database & sign up for an opportunity. SENIORS: Save course certifications & complete the scholarship application.
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