

# LinkedIn Learning Courses for EFL

## Leadership:

1. **Leading Without Formal Authority** (<https://www.linkedin.com/learning/leading-without-formal-authority?u=37487772>)
2. **Body Language for Leaders** (<https://www.linkedin.com/learning/body-language-for-leaders?u=37487772>)
3. **Developing Self-Awareness** (<https://www.linkedin.com/learning/developing-self-awareness/welcome?u=37487772>)
4. **Leading with Emotional Intelligence** (<https://www.linkedin.com/learning/leading-with-emotional-intelligence-3?u=37487772>)
5. **Leading Yourself** (<https://www.linkedin.com/learning/leading-yourself?u=37487772>)

## Business/Professionalism:

1. **Business Etiquette – phone, text, email** (<https://www.linkedin.com/learning/business-etiquette-phone-email-and-text?u=37487772>)
2. **Business Etiquette – meals, meetings, and networking** (<https://www.linkedin.com/learning/business-etiquette-meetings-meals-and-networking-events?u=37487772>)
3. **Developing Your Professional Image** (<https://www.linkedin.com/learning/developing-your-professional-image/welcome?u=37487772>)
4. **Managing Up** (<https://www.linkedin.com/learning/managing-up?u=37487772>)

## Job Hunting/Career Planning:

1. **Job Hunting Tips** (<https://www.linkedin.com/learning/job-hunting-for-college-grads?u=37487772>)
2. **Interview Master Class** (<https://www.linkedin.com/learning/interview-master-class?u=37487772>)
3. **Building your Professional Network** (<https://www.linkedin.com/learning/building-your-professional-network?u=37487772>)
4. **Managing your Career – Early Career** (<https://www.linkedin.com/learning/managing-your-career-early-career?u=37487772>)
5. **Informational Interviewing** (<https://www.linkedin.com/learning/informational-interviewing?u=37487772>)
6. **Mastering Common Interview Questions** (<https://www.linkedin.com/learning/mastering-common-interview-questions?u=37487772>)
7. **Negotiating your Job Offer** (<https://www.linkedin.com/learning/negotiating-your-job-offer/welcome?u=37487772>)
8. **Succeeding in a New Job** (<https://www.linkedin.com/learning/succeeding-in-a-new-job?u=37487772>)
9. **Asking for a Raise** (<https://www.linkedin.com/learning/asking-for-a-raise?u=37487772>)

### Life Skills:

1. **Welcome to Critical Thinking** (<https://www.linkedin.com/learning/critical-thinking/welcome-to-critical-thinking?u=37487772>)
2. **Anger Management** (<https://www.linkedin.com/learning/anger-management?u=37487772>)
3. **Teamwork Foundations** (<https://www.linkedin.com/learning/teamwork-foundations?u=37487772>)
4. **Effective Listening** (<https://www.linkedin.com/learning/effective-listening?u=37487772>)
5. **Communicating with Diplomacy and Tact** (<https://www.linkedin.com/learning/communicating-with-diplomacy-and-tact?u=37487772>)
6. **Conflict Resolution Foundations** (<https://www.linkedin.com/learning/conflict-resolution-foundations-4?u=37487772>)
7. **Learning to be Assertive** (<https://www.linkedin.com/learning/learning-to-be-assertive?u=37487772>)

### Other:

1. **Social Media Marketing for Small Businesses** (<https://www.linkedin.com/learning/social-media-marketing-for-small-business?u=37487772>)
2. **Preparing Yourself for a Career in Sales** (<https://www.linkedin.com/learning/prepare-yourself-for-a-career-in-sales?u=37487772>)
3. **Getting a Job in Marketing** (<https://www.linkedin.com/learning/get-a-job-in-marketing?u=37487772>)
4. **Turning an Internship into a Job** (<https://www.linkedin.com/learning/turning-an-internship-into-a-job?u=37487772>)
5. **Administrative Professional Foundations** (<https://www.linkedin.com/learning/administrative-professional-foundations?u=37487772>)
6. **Business Development Foundations** (<https://www.linkedin.com/learning/business-development-foundations?u=37487772>)
7. **Public Speaking Foundations** (<https://www.linkedin.com/learning/public-speaking-foundations-2?u=37487772>)
8. **Graphic Design: Logo Design Tips and Tricks** (<https://www.linkedin.com/learning/graphic-design-logo-design-tips-and-tricks?u=37487772>)

### Technical Skills:

1. **Office 365: Learning Outlook** (<https://www.linkedin.com/learning/office-365-learning-outlook?u=37487772>)
2. **Learning Access for Office 365** (<https://www.linkedin.com/learning/learning-access-for-office-365?u=37487772>)
3. **Office for Students** (<https://www.linkedin.com/learning/office-for-students?u=37487772>)
4. **Learning Word Online** (<https://www.linkedin.com/learning/learning-word-online-office-365-2?u=37487772>)