Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
Agile Meets Design Thinking	agile user stories; User Experience Design (UXD);Agile Software Development; Product Management;Software Development	Despite everyone's good intentions, hard work and solid ideas, too many teams end up creating products that no one wants, no one can use, and no one buys. But it doesn't have to be this way. Agile and design thinking offer a different--and effective-- approach to product development, one that results in valuable solutions to meaningful problems. In this course, you'll learn how to determine what's valuable to a user early in the process-- to frontload value--by focusing your team on testable narratives about the user and creating a strong shared perspective. As a Project Management Institute (PMI®) Registered Education Provider, the University of Virginia Darden School of Business has been approved by PMI to issue 25 professional development units (PDUs) for this course, which focuses on core competencies recognized by PMI. (Provider #2122) This course is supported by the Batten Institute at UVA's Darden School of Business. The Batten Institute's mission is to improve the world through entrepreneurship and innovation: www.batteninstitute.org.	Week1: Problems Agile Solves (3hrs) Week2: Focusing Your Agile with Personas, Problem Scenarios, and Alternatives (2hrs) Week3: Getting to Great Agile User Stories (1hrs) Week4: Focusing on Customer Value with User Stories(4hrs)	https://www.coursera.org/learn/uva-darden-getting-started-agile	University of Virginia	Creative and Innovative Skills
Air Pollution - a global Threat to our Health		What is air pollution? What are the sources? How and where are we exposed outdoors and indoors? What happens in the body? Which diseases are the result? Who are the most vulnerable? How can we assess the effects of air pollution? And what should we do to reach the Sustainable Development Goal to "substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution"? These are some of the important questions we will address in the course. During the course you will meet researchers and experts from the University of Copenhagen and the Technical University of Denmark. They work with different aspects of air pollution and health: toxicology, exposure assessment, epidemiology, engineering and health impact assessment. It is a global responsibility to combat the health impacts of air pollution, and this fight can only be won through new knowledge and global collaboration.	Week1: The air we breathe (4hrs) Week2: Outdoor air pollution (3hrs) Week3: Indoor air pollution (2hrs)	https://www.coursera.org/learn/air-pollution-health-threat	University of Copenhagen	Health Literacy Skills

Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
Business Models for Innovative Care for Older People	ProjectManagement; Healthcare Management; Management; I nnovation	Aging has been coined as one of the major societal challenges. The fact that we simply live longer, is in itself not a problem but rather a triumph. However, this unprecedented demographic change significantly affects individual life histories through an increased number of e.g. lifestyle related chronic diseases. These extra life years, also have a massive imprint on the organization of welfare institutions and the financial sustainability of the welfare system. This course will introduce you to healthcare innovation within the field of healthy living and active aging. By following two specific cases on diabetes and rehabilitation, this interdisciplinary course will provide you with key theories, tools and concepts for analyzing and developing viable innovative solutions for aging populations. The lectures will cover demographic, biological, economic, social and cultural aspects of active aging and healthy living, along with lectures on current innovation theories and methods. During the course you will meet leading researchers and experts from among others: University of Copenhagen, Copenhagen Business School, Steno Diabetes Center in Copenhagen and Erasmus University of Rotterdam. They work with very different aspects of active aging and healthy living, from biomedicine to digital design, but what ties them together is the belief that an interdisciplinary approach to healthcare innovation will benefit the aging population.	Week 1: Introduction (1hrs) Week 2: Diabetes (1hrs) Week 3: Rehabilitation (1hrs) Week 4: The Business Case I (1hrs) Week 5: The Business Case II (1hrs) Week 6: Digital Health Care Design (1hrs)	https://www.coursera.org/learn/business-models-innovative-care	University of Copenhagen; Copenhagen Business School	Entrepreneurial Literacy Skills
Communication in the 21st Century Workplace	Communication By Type Active Listening Communication Communications Management	In today's fast-paced business environment, employees at all levels find themselves being asked to handle more tasks, meet more deadlines, take on more responsibilities, and adapt to more change. Added to these challenges is the constantly shifting diversity of the workplace, where coworkers cope with generational, gender, age and cultural differences. Communication, both verbal and nonverbal, is at the foundation of everything we do and say, and is especially important in the 21st century workplace. The good news is that communication is a learned skill, and can be improved upon with the right training. The focus of this course is to heighten students' awareness of workplace communication, and add new interpersonal skills, with the end result of becoming a more competent communicator overall. Target areas include: the process and functions of communication, behavioral patterns, perceptions as reality, verbal and nonverbal cues and behaviors, confidence, assertiveness, tact, anger management, criticism and constructive feedback, conflict resolution, team building, leadership, interviewing, and communicating more effectively with technology (email, Skype, texting, etc.).	Week1 : Communicating With Peers (2hr) Week2 : Communicating With Your Manager (1hr) Week3 : Communicating With Executives (1hr) Week4 : Communicating With Your Direct Reports (1hr)	https://www.coursera.org/learn/communication-in-the-workplace?ranMID=40328&ranEAID=%2Fmi9sWvzvR8&ranSiteID=_mi9sWvzvR8-ohnOYUFJPkKdkdD6sYTabg&siteID=_mi9sWvzvR8-ohnOYUFJPkKdkdD6sYTabg&utm_content=10&utm_medium=partners&utm_source=linkshare&utm_campaign=%2Fmi9sWvzvR8#about	University of California, Irvine	Communication and Language Skills Leadership and Management Skills
Communication Strategies for a Virtual Age	Communication Theory Conflict Resolution Meeting Public Speaking	Communication has changed! The traditional rules for speaking and presenting, meeting coordination, influencing people, negotiating and selling ideas no longer apply in a world of skype, messenger, video and teleconference. This course will act as an overview on several concepts each of which could be a course of their own and our goal is to give you tools that you can practice and perfect on your own.	Week 1 Introduction to Virtual Teams and Virtual Communication (1hr.) Week 2 Virtual Meetings: Boring to Awesome (1hr.) Week 3 Influence, Power and Questioning Strategies in Virtual Collaboration (3 hrs.) Week 4 Speaking and Presenting in a virtual context (2hrs.)	https://www.coursera.org/learn/communication-strategies-virtual-age	University of Toronto	Communication and Language Skills Leadership and Management Skills

Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
COVID-19: What You Need to Know (CME Eligible)	Recognize the symptoms, diagnosis, and treatment of COVID-19; Identify how COVID-19 has spread around the world; Apply into practice the public health measures we need to help mitigate the spread of COVID-19	COVID-19 is a global pandemic that has already resulted in hundreds of thousands of infections and thousands of deaths, with many more anticipated. This course is a go-to resource that will be regularly updated with all of the current information put forth by the CDC, WHO, and other leading agencies and covers the basics, personal protective equipment, diagnostics, and other material. As a healthcare professional, you can earn CME credit and help to #RaiseTheLine by becoming prepared to treat COVID-19.	Week 1: COVID-19: What You Need to Know (CME Eligible) (3hrs)	https://www.coursera.org/learn/covid-19-what-you-need-to-know	IPMA,OSMOSIS.org	Health Literacy Skills
Cybersecurity Awareness and Innovation	Cibersecurity awareness mainly focused on identity management Understanding of effective protection mechanisms against common threats related with Identity Capacity to devise disruptive ideas related with identity protection	This course empowers students, professionals and wider community to deal with cybersecurity attacks and risks focused on identity management and it is an introduction to the upcoming full course focused on cybersecurity awareness. It is provided a practical overview of challenging issues like identity credentials management and security, e-mail threats and web impersonation, or web hacking. In addition to this, you will have a practical appreciation to innovation applied to these concepts through an interview with a renowned expert in fraud and cybercrime.	Week1 : Identity and Authentication (1hr) Week2 : Identity and social attacks (1hr) Week3 : Protection basics for information and IT devices (1hr) Week4 : The modern world: mobility and clouds (1hr) Week5 : Cybersecurity Today and Challenges (2hr) Week6 : Innovation & Entrepreneurship (1hr)	https://www.coursera.org/learn/cybersecurity#about	EIT Digital	Digital Literacy Skills
Digital Transformation	Technology Disruption Digital Trends Competitive Lifecycle Digital Strategy Strategic Management	Digital transformation is a hot topic--but what exactly is it and what does it mean for companies? In this course, we talk about digital transformation in two ways. First we discuss the pace of change and the imperative it creates for businesses. Next we provide the context for this transformation and what it takes to win in the digital age. Then we walk through BCG's proprietary framework, which helps you identify key areas to digitize, including strategy, core processes, and technology.	Week1 : How Technology Changes Business (2hr) Week2 : The Mechanics of Disruption (2hr) Week3 : Digital Trends Past and Future (3hr) Week4 : Your Path to Digital Transformation (3hr)	https://www.coursera.org/learn/bcg-uva-darden-digital-transformation#about	BCG/University of Virginia	Digital Literacy Skills
Effective Problem-Solving and Decision-Making	Decision Theory Decision-Making Change Management Data Analysis	Critical thinking – the application of scientific methods and logical reasoning to problems and decisions – is the foundation of effective problem solving and decision making. Critical thinking enables us to avoid common obstacles, test our beliefs and assumptions, and correct distortions in our thought processes. Gain confidence in assessing problems accurately, evaluating alternative solutions, and anticipating likely risks. Learn how to use analysis, synthesis, and positive inquiry to address individual and organizational problems and develop the critical thinking skills needed in today's turbulent times. Using case studies and situations encountered by class members, explore successful models and proven methods that are readily transferable on-the-job.	Week1 : Introduction to Problem Solving (1hr) Week2 : Charts and Diagrams (1hr) Week3 : Decision Making Methods (1hr) Week4 : Implementing Decisions (1hr)	https://www.coursera.org/learn/problem-solving#about	University of California, Irvine	Creative and Innovative Skills Leadership and Management Skills
Essentials of Entrepreneurship: Thinking & Action	Strategic Management Management Marketing Entrepreneurship	Success in business can be greatly enhanced with an understanding of key entrepreneurial characteristics and competencies solutions. This interactive course provides potential entrepreneurs with the knowledge of succeeding in an entrepreneurial opportunity. Topics include: how creativity, opportunity and feasibility are best evaluated; business strategies for new businesses; importance of a business plan; achieving success in a new business. At the end of the course students will have the skills and confidence to evaluate starting a business, in addition to becoming more enterprising in how they approach their roles should they decide to work in organizations.	Week1 : Introduction (1hr) Week2 : Feasibility Studies (1hr) Week3 : Skills and Strategies (1hr) Week4 : Starting a Business (1hr)	https://www.coursera.org/learn/entrepreneurial-thinking#about	University of California, Irvine	Leadership and Management Skills Entrepreneurial Skills

Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
Fighting COVID-19 with Epidemiology: A Johns Hopkins Teach-Out		This free Teach-Out is for anyone who has been curious about how we identify and measure outbreaks like the COVID-19 epidemic and wants to understand the epidemiology of these infections. The COVID-19 epidemic has made many people want to understand the science behind pressing questions like: "How many people have been infected?" "How do we measure who is infected?" "How infectious is the virus?" "What can we do?" Epidemiology has the tools to tell us how to collect and analyze the right data to answer these questions. In addition to a basic understanding of these essential tools, this Teach-Out provides a way for you to learn and connect with one another while continuing to practice the social distancing measures that will help keep us safe. We also hope to provide you with some tangible calls to action that will help you affect positive change for yourself, your community, and our society.	Week 1: How Do We Identify and Measure Outbreaks Like COVID-19? (2hrs) Week 2: How Do We Investigate and Control Outbreaks?(2hrs)	https://www.coursera.org/learn/covid19-epidemiology	Johns Hopkins University	Health Literacy Skills
From Idea to Startup		This course provides practical proven tools for transforming an idea into a product or service that creates value for others. As students acquire these tools, they learn how to tell bad ideas from good, how to build a winning strategy, how to shape a unique value proposition, prepare a business plan, compare their innovation to existing solutions, build flexibility into their plan and determine when best to quit.	Week1 : Think Ahead Backward (2hr) Week2 : Validate Your Idea (1hr) Week3 : Visualize the Business (1hr) Week4 : Sustain the Business (2hr) Week5 : Risks as Opportunities (2hr) Week6 : Build Your Roadmap (3hr)	https://www.coursera.org/learn/startup-entrepreneurship-from-idea-to-startup?ranMID=40328&ranEAID=%2Fmi9sWvzvR8&ranSiteID=_mi9sWvzvR8-ekpkxO11TatcEaiZ6Bjfvw&siteID=_mi9sWvzvR8-ekpkxO11TatcEaiZ6Bjfvw&utm_content=10&utm_medium=partners&utm_source=linkshare&utm_campaign=%2Fmi9sWvzvR8#about	Technion - Israel Institute of Technology	Leadership and Management Skills Entrepreneurial Skills
Homeland Security and Cybersecurity Future		This course takes a look at the future of cybersecurity with respect to what is being done to lessen the potential for catastrophic destruction resulting from cyber attack on critical infrastructure. In this respect, we take a short survey of potential technological solutions and response options. We conclude this module by taking a look at unique aspects of the cyber profession and personal considerations for those who want to make cybersecurity a career.	Week1: Assessing Risk & Future Options (1hrs) Week2: Responding to Cyber Attack (1hrs) Week3: Escaping the Cyber Trap (1hrs) Week4: Cyber Profession & Career (2hrs)	https://www.coursera.org/learn/homeland-security-cybersecurity-future	University of Colorado System	Digital Literacy Skills
Introduction to Public Speaking	Confidence Presentation Speech Public Speaking	In business, in school, and in public life, we are often called upon to "make a few comments." Often, people tasked with such speeches become flummoxed. They might not know what to talk about, or ramble without making a point, or simply be confusing to listen to. This course is designed to help you shine where others falter.	Week1 : Understanding speech (1hr) Week2 : Making ideas compelling and memorable (3hr) Week3 : Illustrating and delivering your ideas (2hr) Week4 : Overcoming your fear of public speaking and developing great delivery (3hr) Week5 : Course conclusion and your final speech (2hr)	https://www.coursera.org/learn/public-speaking?ranMID=40328&ranEAID=%2Fmi9sWvzvR8&ranSiteID=_mi9sWvzvR8-LsFBXt2D6u34WJgloInWSA&siteID=_mi9sWvzvR8-LsFBXt2D6u34WJgloInWSA&utm_content=10&utm_medium=partners&utm_source=linkshare&utm_campaign=%2Fmi9sWvzvR8#about	University of Washington	Communication and Language Skills Leadership and Management Skills

Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
Mind Control: Managing Your Mental Health During COVID-19		Never in the history of humanity have so many people been feeling intense anxiety related to COVID-19 and the world it will leave in its wake. The intent of this course is to give you a deeper understanding of the anxiety reaction as it relates to various aspects of our current life, ranging from our consumption of news to the way we talk to our children about this. I will also give you clear strategies for managing and, in fact, turning off the anxiety response at least for short periods. My sincere hope is that you will leave this course with a better understanding of how your brain reacts to crises, along with some powerful tools for managing it before it manages you.	Week1: The Machinery Underlying Anxiety and How to Control It (1hrs) Week2: Managing Anxiety by Managing Your Environment (1hrs) Week3: Understanding and Managing the Effects of Isolation (1hrs) Week4: Summary (9 minutes)	https://www.coursera.org/learn/manage-health-covid-19	University of Toronto	Health Literacy Skills
Science of Exercise	Training; Nutrition; Fitness And Nutrition; Public Health	Learners who complete Science of Exercise will have an improved physiological understanding of how your body responds to exercise, and will be able to identify behaviors, choices, and environments that impact your health and training. You will explore a number of significant adjustments required by your body in order to properly respond to the physical stress of exercise, including changes in carbohydrate, fat and protein metabolism, nutritional considerations, causes of muscle soreness & fatigue, and the effectiveness and dangers of performance enhancing drugs. Active learning assessments will challenge you to apply this new knowledge via nutrition logs, heart rate monitoring, calculations of your total daily caloric expenditure and body mass index (BMI). Finally, learners will examine the scientific evidence for the health benefits of exercise including the prevention and treatment of heart disease, diabetes, cancer, obesity (weight loss), depression, and dementia.	Week1: The Energetics of Exercise (2hrs) Week2: Physiological Systems During Exercise (2hrs) Week3: Exercise for Fitness & Performance (2hrs) Week4: Exercise in Health, Wellness and Disease (4hrs)	https://www.coursera.org/learn/science-exercise	University of Colorado Bould	Health Literacy Skills
Simulation Skills: This is Your Brain on the Future	Foresight Creativity Strategic Planning Simulation Innovation	In this course, you'll learn how to overcome these obstacles so you can think about the future more strategically and creatively. You'll practice simulation techniques for "unsticking" the mind when it comes to seeing what's possible in the future and accepting how things could be different. You'll also learn how to lead others through "first-person future" simulations, which have been shown in scientific studies to improve strategy and increase motivation and hope for the future. Along the way, leading futurists from the Institute from the Future will share some of their most challenging forecasts to help you stretch your imagination and improve your simulation skills.	Week1 : Introduction to Mental Simulation (3hrs) Week2 : First-Person Futures (3hrs) Week3: Alternative Futures (3hrs) Week4 : Advanced Simulation Topics (3hrs)	https://www.coursera.org/learn/simulation-skills	Institute for the Future	Leadership and Management Skills Creative and Innovative Skills

Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
Successful Career Development		No matter the professional level, we can all benefit from learning how to succeed in our careers. Whether a well-seasoned professional, a management trainee, or a service level employee, this course will help you enrich your career by honing your professional behavior and networking. Through industry expert support and resources, this course is designed to prepare you for success in any chosen career. You will develop the habits and attitudes you need to perform effectively in the job market. You will identify a mentor to add value to your career. You will analyze your relationships and develop a practical approach for engaging your LinkedIn network. You will differentiate between networking and networking with intention. You will also discover the most effective ways to ask for help from your peer or professional group. Finally, you will evaluate the best methods of adjusting your career path at various stages of life.	Week1: Career Habitudes (2hrs) Week2: Finding a Mentor (2hrs) Week3: NetWeaving: Networking with Intention (2hrs) Week4: Practical LinkedIn (4hrs)	https://www.coursera.org/learn/career-advancement	University System of Georgia	Entrepreneurial Literacy Skills
Successful Negotiation: Essential Strategies and Skills	Strategic Negotiations Communication Negotiation Decision Tree	We all negotiate on a daily basis. On a personal level, we negotiate with friends, family, landlords, car sellers and employers, among others. Negotiation is also the key to business success. No business can survive without profitable contracts. Within a company, negotiation skills can lead to your career advancement. I hope that you will join the hundreds of thousands of learners who have made "Successful Negotiation" one of the most popular and highly-rated MOOCs worldwide. In the course, you'll learn about and practice the four steps to a successful negotiation: (1) Prepare: Plan Your Negotiation Strategy (2) Negotiate: Use Key Tactics for Success (3) Close: Create a Contract (4) Perform and Evaluate: The End Game To successfully complete this course and improve your ability to negotiate, you'll need to do the following: (1) Watch the short videos (ranging from 5 to 20 minutes). The videos are interactive and they include questions to test your understanding of negotiation strategy and skills. You can speed up or slow down videos to match your preferred pace for listening. Depending on your schedule, you can watch the videos over a few weeks or you can binge watch them. A learner who binge-watched the course concluded that "It's as good as Breaking Bad." Another learner compared the course to "House of Cards." Both shows contain interesting examples of complex negotiations! (2) Test your negotiation skills by completing the negotiation in Module 6. You can negotiate with a local friend or use Discussions to find a partner from another part of the world. Your negotiation partner will give you feedback on your negotiation skills. To assist you with your negotiations, I have developed several free negotiating planning tools that are	Week1: Welcome to Successful Negotiation! (2hrs) Week2: Prepare: Plan Your Negotiation Strategy (3hrs) Week3: Negotiate: Use Key Tactics for Success (3hrs) Week4: Close: Create a Contract (2hrs)	https://www.coursera.org/learn/negotiation-skills	University of Michigan	Leadership and Management Skills Communication and Language Skills

Course name (Coursera)	Skills will gain	About this course	Syllabus	Link	University	Equivalent Soft Skills FGS
Successful Presentation	Communication Business Writing Presentation Public Speaking	Few kinds of communication can have the effect of a powerful presentation. Even a short speech can motivate people to change long-held beliefs or to take action, and a wonderfully delivered speech can transform a normal person into a leader.In this course, Prof. William Kuskin provides a series of pragmatic videos and exercises for successful public speaking and presentations. The course develops through four themes—mastering fear, developing a creative formula, using verbal and body language, and anticipating the room—so that you can discover your personal power as a speaker and give excellent presentations. Successful presentations do not rely on perfect teeth, a deep voice, or an army of scriptwriters. They depend largely on the same skills as successful Business Writing and Graphic Design: clarity, structure, and revision. The goal of the course, therefore, is to enable you to discover your own internal power as a speaker and express it to the world. After this course, with some practice, you will be able to go into any situation and command the room for as long as you like.	Week 1 Getting Started with Public Speaking (5 hrs.) Week 2 A Formula For Successful Presentation (4 hrs.) Week 3 Practicing Your Self (4 hrs.) Week 4 Engaging with the World (7 hrs.)	https://www.coursera.org/learn/presentation-skills	University of Colorado Boulder	Communication and Language Skills
Teamwork Skills: Communicating Effectively in Groups		Effective teamwork and group communication are essential for your professional and personal success. In this course you will learn to: make better decisions, be more creative and innovative, manage conflict and work with difficult group members, negotiate for preferred outcomes, improve group communication in virtual environments, develop a better overall understanding of human interaction, and work more effectively as a team. Our goal is to help you understand these important dynamics of group communication and learn how to put them into practice to improve your overall teamwork.	Week 1Module 1 (2hrs.) Week 2 Module 2 (4hrs.) Week 3 Module 3 (2hrs.) Week 4 Module 4 (4hrs.)	https://www.coursera.org/learn/teamwork-skills-effective-communication	University of Colorado Boulder	Leadership and Management Skills
Work Smarter, Not Harder: Time Management for Personal & Professional Productivity	Task Management Management Planning Plan	You will be able to gain and apply your knowledge and understanding of personal and professional awareness, organization and commitment, and use the tools, methods and techniques that you have learned in goal setting, prioritization, scheduling, and delegation to overcome time management challenges and enhance productivity.	Week1 : Smart Work Habits Just Don't Happen (1hr) Week2 : Time Is the Most Limited Resource (1hr) Week3 : Little Tips That Make a Big Impact (1hr) Week4 : Let's Bring It All Together (1hr)	https://www.coursera.org/learn/work-smarter-not-harder#about	University of California, Irvine	Leadership and Management Skills
Writing Stories About Ourselves		In this course, creative nonfiction writers will explore traditional storytelling methods, especially those which overlap between fiction and memoir. By looking at examples from a wide range of genres, including film, song, painting—even the theme music for Jaws!—we'll practice exercising the creative muscle that sees ourselves as characters and the experiences we've had as tales. We'll focus on critical elements, like how to begin a story, what makes for worthy content, the essential use of detail, the strengths and limits of dialogue, the power of the white space. The ultimate goal is for us to become aware of an "audience" when we write, so that the documentation of our lives will begin to resemble a "performance" crafted onto paper rather than a private entry in a journal.	Week 1 What Can We Learn From Fiction? (3 hrs.) Week 2 Train Your Eye Like a Filmmaker (3 hrs.) Week 3Opening the Story (3 hrs.) Week 4 The Joys and Pitfalls of Dialogue (3 hrs.)	https://www.coursera.org/learn/writing-about-ourselves	Wesleyan University	Communication and Language Skills