Infor® Learning Management now offers content from Cegos, an industry leader in business education since 1926. This content includes a range of educational e-courses to develop talent and train users on products and/or solutions to boost performance. Learning Management employs a wide variety of training methods and delivers access to a personal online training space.

Infor selected Cegos as a learning content provider due to the company’s longstanding commitment and track record of providing comprehensive content for a global marketplace. Cegos’ expertise in delivering quality business knowledge to an international audience, as well as its extensive catalog of business topics, make Infor Learning Management ready to use “right out of the box.” Future partnerships will further extend Learning Management’s capabilities in delivering specific learning content on demand.

Pre-packaged bundles include a 20-course bundle and a 39-course bundle. Users can have one or both pre-selected bundles available as soon as they implement Learning Management, instead of waiting to load their own content.

The 20- and 39-course bundles were pre-selected for easy implementation within Learning Management to reinforce knowledge in vital business areas. The 20-course bundle engages learners in the core business activities that lead to effective productivity.

The Learning Management 39-course bundle from Cegos addresses the training needs of employees according to the findings of Infor Talent Science and its measure of 39 behavioral dimensions. A team of industrial-organizational psychologists mapped each behavioral dimension to specific courses to drive improvement in that area.

The 20-course general education bundle includes:

**Management & Leadership**

**Supporting Change**
- Managing change: process and tools

**Fundamentals of Management**
- Fostering and maintaining motivation

**Advanced Management Skills**
- Guiding team and individual actions
- Effective decision-making

**Leadership**
- Leadership best practice

**Applied Personal Development**

**Personal Development**
- Improving communication by adapting to others
- Understand how you deal with stress

**Interpersonal Effectiveness**
- The 3 pillars of interpersonal excellence
- 3 routes to good communication
The 39-course bundle includes:

**Management & Leadership**

**Supporting Change**
- Managing change: process and tools

**Fundamentals of Management**
- Fostering and maintaining motivation
- The relational skills of the manager

**Advanced Management Skills**
- Behavioural flexibility of the manager

**Leadership**
- Establishing leadership in the best way
- Securing managerial support for leadership
- Personal impact and charisma in leaders
- Five levers for producing great leaders

**Applied Personal Development**

**Personal Development**

**Creative Thinking**
- The five secrets of creative minds

**Applied Personal Development**

**Dealing with Emotions and Conflict**
- Impact of emotions in the workplace

**Professional Efficiency**

**Written Communications**
- How to write an effective e-mail

**Oral Communications**
- Preparing and structuring an oral presentation
- Successfully adapt your message

**Time and Information Management**
- Focusing on your priorities
- The 12 guidelines of effective time management

**Projects**

**Project Management**
- Project management essentials

**Human Resources**

**Managing Social Relations**
- Preventing harassment in the workplace

**Commercial**

**Customer Relationship**
- Customer relationship: the stakes

**Quality-Safety-Environment**

**Tools for handling and solving problems**
- Problem-solving: tools and methods
Professional Efficiency

Oral Communications
• Preparing and structuring an oral presentation

Time and Information Management
• Focusing on your priorities
• The 12 guidelines of effective time management
• Improving your memory
• Increasing your productivity in a fast-paced world

Projects

Dealing with Costs and Risks
• Monitoring and minimizing risks

Human Resources

Successful Performance Review Interviews
• Developing and maintaining skills

Managing Social Relations
• Preventing harassment in the workplace

Managing Diversity
• Valuing your experienced collaborators
• Valuing your experience

Finance & Management

Business Driving
• A logical approach to corporate finance
• Strategic vision and activity management
• Analysing and evaluating corporate financial data

Marketing & Innovation

Online Communication
• Writing for the web

Innovation
• Innovation—a goal for all!

Commercial

Customer Relationship
• Customer relationship: building trust
• Developing loyalty through customer relationships

Sales
• Steering the way to mutual agreement
• Convincing customers with a winning offer

Commercial Management
• The roles and attitudes of successful sales managers
• Using freedom to build loyalty in sales executives
• Using ambition to build loyalty in sales people

Quality-Safety-Environment

Tools for Handling and Solving Problems
• Problem-solving: tools and methods

Learning Management, with Cegos courses, is immediately capable of disseminating knowledge in multiple languages, including:
• US English
• UK English
• French
• German
• Spanish
• Portuguese
• Italian
• Chinese
• And more

The Learning Management and Cegos relationship also gives users access to 200+ modules in the course library, so they have a comprehensive e-learning solution that provides measurable business results.

To include the 20- and/or 39-course bundles in your Infor Learning Management subscription, as well as any of the other Cegos educational courses, please contact your Infor Account Manager. Learn more by visiting http://www.infor.com/product_summary/hcm/learning-management/. For a more detailed description of courses, visit http://www.cegos.com/en/.
About Infor

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