



## TRAINING TOPICS

### UPSKILLING AND UPSCALING VIRTUAL COMMUNICATION SKILLS

- How to Be the Trusted Advisor
- Confrontation: Dealing with Difficult People and Situations
- The Essentials of Winning Negotiations
- Presenting with Executive Presence
- Conflict Prevention, Management, and Resolution
- Listening Skills: The Key to Productive Communication
- How to Communicate Technical Issues to Non-Technical Audiences

### INCREASING AUDIT METHODOLOGY EFFICIENCY

- Planning an Audit
- Risk-based Process Auditing
- Testing and Sampling
- Applying Lean™ and Agile™ Techniques to the Audit
- Audit Quality Control
- Process Analysis
- Risk Identification and Assessment Techniques
- Control Design and Analysis
- Root Cause Analysis
- Critical Thinking Techniques

**Who:** Up to 15 people in one class.

**What:** Custom-designed informative and practical live online or group-live training programs.

**When:** The training could be as concise as a half-day module, or a one-day comprehensive session. *You determine when to have the training, depending on your team's schedules and training needs.*

**Where:** With a live instructor via videoconference or in a classroom setting at your location.

**Why:** These courses will enable auditors to identify, analyze, and apply audit business practices and fulfill the yearly CPE requirement.

**How:** Interactive sessions implementing real-life examples and role plays. Participants will have training materials to use during the class and for future reference. We work with your budget!

**The Whole Person Project, Inc.**

**Fuss-free training and consulting. Use our training design expertise to implement your policies and procedures.**