Change can be challenging for everyone, and we understand the concerns and anxieties that may arise. Our strength lies not only in our individual capabilities but also in our collective support for one another. We want to provide you with several resources. We can overcome any obstacle that comes our way.

Contents

[Change 2](#_Toc135034069)

[Self Care 4](#_Toc135034070)

[Resilience 7](#_Toc135034071)

[Stress Management 9](#_Toc135034072)

# Change

**Handling Workplace Change as an Employee 2(h) 2(m)**

Workplace change is hard. In this course, Chris Croft explains why we struggle with change, and shares many practical techniques that can help you manage—and even thrive—in a world of constant change. Chris begins the course with general overview of change, explaining why most of us dislike it and how to prepare for the changes you'll inevitably encounter throughout your life. Next, he outlines five common types of workplace change—restructuring, layoffs, new initiatives, starting a new role in a team, and getting off to a good start with a new boss—and provides strategies for dealing with each. Even as he addresses particular types of workplace change, Chris shares helpful techniques that could easily apply to other changes in your life.

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**Preparing Yourself for Change 28(m)**

From your personal and professional life, to broader changes to the world at large, dealing with change can be challenging even in the best of times. Change may be inevitable, but within modern organizations, it often feels like the world is changing rapidly at the hands of unseen forces. In this course, business psychologist Erin Shrimpton provides you with tools to help you not only survive changes in your work life, but thrive in uncertain times. To help explain why change can be so challenging, Erin begins by discussing the common psychological responses it brings about. She then delves into techniques and strategies you can use to protect yourself—and even give yourself a boost—while navigating change in your workplace and beyond.

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**Embracing Unexpected Change 14(m)**

When we’re caught off guard by a job loss or the crumbling of a personal relationship, it can be tough to move forward. But while we can’t avoid these kinds of unexpected changes, we can control how we deal with them. In this short course, Dr. Todd Dewett explains how you can harness the power of change for your benefit and the benefit of those around you. Learn how to put change in the proper context, create the right perspective, and ultimately become more resilient.

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**Reframing: The Power of Changing your Perspective 1(h) 2(m)**

So often in life, when faced with a roadblock or difficult decision, we believe we only have two choices. Stay or go? Win or lose? Right or wrong? But what if the reason solutions seem so elusive is because you’re looking at the problem from the wrong perspective? Tricky situations are thrown at us all the time, and in this course, executive coach Lia Garvin explains the power of reframing these challenges. Lia shares how changing your perspective can reveal more possibilities and solutions than ever before, and even help you better understand others. She explores reframing across common workplace scenarios, details how to reframe goals, provides guidance to take feedback in a productive way, and advises how you can deal with the common habits of self-criticism and comparison. By the end of the course, you’ll start to see how changing perspectives can introduce new paths you never thought possible before.

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**How to Be an Adaptable Employee During Change 35(m)**

The world is changing fast. That's why, as an employee, the most valuable skill you can cultivate is adaptability, so you're ready for anything. In this course, Dorie Clark shares concrete tips and strategies to become more adaptable—and embrace adaptability as an ongoing part of your life. Learn how to cultivate an adaptable mindset and build the right skills, including communication and open-mindedness. Then find out how to put your new adaptability skills into action by talking directly to your boss, taking on new tasks, and developing a positive attitude. The skills you learn in this course can help you thrive in times of crisis, and succeed no matter what the future holds.

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**Creating an Adaptable Team 40(m)**

One thing is for certain: Your organization will constantly be changing. It's inevitable. Individuals and teams that adapt to change can position themselves to act on opportunities. In this course, you can learn how to build more adaptable teams. First, learn about complexity and ambiguity—and see just how easy it is to give in to chaos and being overwhelmed. However, instructor Timothy Smith offers solutions, showing how to build a flexibility, growth, and courage mindset. Finally, find out how to improve your critical thinking skills and become a better conflict manager.

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# Self Care

**Managing Your Emotional Response to Workplace Stress 40(m)**

We spend approximately 70 percent of our lives at work. It’s no wonder, then, why our careers are a defining aspect of our identities. The risk is in letting work become all of who you are. When you are too emotionally invested in work, you may take failures, challenges, and feedback personally. In this course, Melody Wilding shows you how you can manage your emotions about work more effectively. She teaches you new mindsets and tools to separate your self-worth from your career, so that you can build greater confidence and work-life balance. Melody also shares techniques to address those moments when you find yourself reactive about work. With the line between work and life blurrier than ever and record levels of burnout, join Melody in this course to discover healthy ways to regulate your emotions to better navigate the inevitable stresses and setbacks that arise in your career.

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**Managing Emotions at Work 50(m)**

Everyone has emotions. Now, more than ever, we're encouraged to bring those emotions to work. However, knowing how to manage them in a dynamic and complex work environment is a skill. Feelings can get in the way of our effectiveness, communication, and even reputation if they're not handled effectively. In this course, Jay Fields, an expert in emotional regulation, introduces learners to an embodied way to relate to and manage their emotions. Blending conceptual learning with experiential activities, this course offers accessible practices that you can employ in real time in emotional situations. Follow along and discover how your body influences your mind's ability to regulate emotions, how to practice self-empathy and acknowledge your emotions, and how to responsibly express emotion at work. Plus, learn how to engage in practices such as orienting, grounding, and centering that allow you to become a more emotionally intelligent, resilient person—at work and at home.

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**Mindful Practices 2(h) 3(m)**

Mindfulness helps you be more effective in today’s busy world. It reduces stress, increases focus, and improves your ability to deal with challenges, both at work and at home. With regular practice, mindfulness can change the course of your life. Practice with executive coach Henna Inam as she leads you in guided exercises that expand emotional intelligence, grow self-confidence, and build stronger relationships. With these practices, you can actually experience in-the-moment inspiration, learn how to deal with difficult people, manage change, and confront fears. Each lesson is tied to an accompanying practice, which will help you change the structure of your brain to respond better to stressors. Our world is changing rapidly. Evolve your mind to handle challenges with confidence.

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**Reduce Stress and Anxiety by Managing your Nervous System 36(m)**

Stress, anxiety, burnout, overwhelm, and disengagement are all connected to the function of your nervous system. Learning how to work at the level of your nervous system can help you bring your best self to the challenges you face on a daily basis. In this course, somatic expert and coach Jay Fields teaches simple practices for regulating the autonomic nervous system, which unconsciously controls your mind and body's response to stress. While this course won’t magically make the world a less stressful place, if you apply the lessons Jay imparts, you'll have a nervous system that is wired to help you meet challenges with more calmness and clarity.

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**Managing Stress for Positive Change 53(m)**

In the workplace, stress is often viewed in purely negative terms—it's seen as a response that should simply be minimized or pushed aside. However, it's possible to use stress to fuel positive change. In this course, join instructor Heidi Hanna, PhD, as she discusses what exactly stress is, how you can train yourself to use stress in more effective ways, and what managers can do to reduce employee stress when an organization experiences difficult times. She covers how individuals can use stress for good by assessing and adjusting it, as well as what you, as a manager, can do to create an environment and communication style that helps connect employees to the bigger picture.

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**Well Being in the Workplace 23(m)**

When we're laser focused on productivity and achieving new milestones in our career, it can be easy to brush aside feelings of unhappiness. But our mental health matters. In this course, join Lianne Weaver, the founder and director of Beam Holistic Therapy and Beam Development & Training Ltd., as she shares practical techniques for alleviating anxiety, worry, stress, and other common mental health issues. Lianne discusses what causes worry and how can you reduce its effects, how to avoid burnout, how to increase happiness and gratitude to battle negative thoughts, and more. Upon wrapping up this course, you'll be ready to take steps towards feeling happier and healthier at work.

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**Three Steps to Mental Well Being in the Workplace 54(M) 49(s)**

As people transition back into the world and the workforce following the isolation of the COVID-19 pandemic, there’s much uncertainty on the best ways to go about this. In this course, Dr. Jay Kumar, author of The Science of a Happy Brain, outlines three powerful steps that can guide you and your company to peace of mind and well-being, **post-pandemic. Dr. Kumar** uses the values of being ready, resilient, and reflective to deliver strategies that can help restore and rehumanize your own work life and your company’s workforce. He explains the ways that your brain sabotages your mental health and well-being and offers strategies to nurture and retrain the brain to resilience. Dr. Kumar shares accessible ways to cope with stress and the daily pressures related to working virtually, and provides practices to maintain a sense of interdependence in the midst of our recent independent—and in some cases, isolated—lives.

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# Resilience

**Using Resilience to Overcome the (Seemingly) Impossible 1(h) 6(m)**

Life is full of many obstacles and challenges, and we all have times when we must rise to the occasion. Is this a skill you can learn? The answer is a resounding yes. In this course, resilience expert Azim Khamisa shows you how to develop resilience and thrive through life's challenges. Rooted in the inspiring story of his own personal transformation, he walks you through how to forgive, reframe your hardships, and change your behaviors. Azim also explains how to live authentically, stay present in the moment, and thrive in a new environment. After watching this course, you'll feel empowered to navigate your own resiliency journey equipped with the tools and techniques needed to build it.

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**Boost Resilience with Mindfulness 1(h) 38 - Audio**

This audio-only course was designed to help you enhance your ability to navigate the workday using mindfulness techniques. Underneath the surface of your turbulent thoughts and habitual judgments lies a silent awareness capable of limitless compassion. This course can help you open more deeply to the profound inner stillness that is available to every one of us at any moment. Here, Tara Brach and Jack Kornfield teach you how to reconnect with your natural resilience and kindness.

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**Resilience Strategies for Optimal Performance 58(m)**

Everyone faces some kind of adversity at some point in their lives, whether it’s personal, professional, or a combination of both. The key is how you bounce back from adversity and setbacks, and in this course, Tatiana Kolovou teaches you strategies and drills to help you perform better before, during, and after an adverse event. Tatiana shares techniques from the field of sports psychology that help professional athletes increase resilience and explains how you can apply these to your life, whether you’re navigating daily obstacles or dealing with career setbacks. She goes over daily practices you can use to create a winning internal dialogue to boost resilience, how to foster a positive external environment, and how to use resources like music, simulations, rituals, and artifacts to create an optimal performance atmosphere. If you’re in search of ways to level up your resilience when it matters most, join Tatiana in this course.

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**Enhancing Resilience 51(m)**

Resilience is one of the most common traits of successful, happy people. Developing your resilience will not only help you to cope with challenging situations, but it can help you reach peak performance and enhance satisfaction, both in your personal and professional life. Learn how to get an edge at work and build your ability to thrive in the midst of obstacles, changes, and setbacks, by investing in the six pillars of resilience. Executive coach and author Gemma Leigh Roberts shows how to create a proactive plan to build your resilience, maintain it in the face of challenges, and track your progress over time.

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**Resilience as a Happiness Path to Work 49(m)**

Among the many consequences of the global pandemic was the physical and psychological toll it took on many of us. Many of the elements we depended on for happiness were suddenly unavailable. How can we recover what we lost in a world that looks very different from the pre-pandemic world? In this course, Gopi Kallayil, Chief Evangelist, Digital Transformation and Strategy at Google and author of *The Happy Human* and *The Internet to the Inner-net*, discusses resilience in a post-pandemic world He relays his takes on how the pandemic disrupted your physical and mental well being, how to check in with your holistic health, how to explore your resilience, and the importance of rest and recovery. He also addresses the anxiety you may feel about returning to work, and the importance of staying present. Join Gopi in this course to find your own path to happiness and learn how to take care of your most important asset: Yourself.

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# Stress Management

**How to Manage Feeling Overwhelmed 43(m)**

Feeling overwhelmed is common. It’s a sign that the demands on your time and energy have surpassed your ability to cope with them. Sometimes overwhelm is temporary; other times, it can lead to persistent and unhealthy pressure and strain. The good news is that with the right mindset you can make the unmanageable feel manageable again. In this course from stress expert and performance coach Heidi Hanna, you can learn how to identify and conquer that overwhelmed feeling—so you can remain focused, productive, and in control in the face of whatever comes your way. Discover how to disrupt the stress circuit, cultivate calm and positive emotions, and take small, imperfect steps toward resolution. Heidi also provides tips for recognizing and preventing the overwhelm, so it doesn’t get out of control the next time you have too much to do.

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**Discover Your Stress Personality 49(m)**

In a recent Gallup Well-being at Work survey, only 33% of employees reported that they're thriving in their overall wellbeing, and half of the workforce reports consistent stress in their lives. Chronic stress can sabotage your health and well-being, making you more vulnerable to depression, disease, and disengagement from your work, family, and life. In this course, human performance expert Dr. Lauren Hodges shares recent advances in the neuroscience of stress, which have uncovered new insights that can help us better manage, leverage stress for growth, and possibly reduce our risk of burnout. Learn about the science of stress and how to identify your stress personality. Are you a fighter, runner, worrier, freezer, pleaser, or thriver? Find out how your stress personality may complement or clash with others. Then find ways to turn your new insight into action with a “stress reset.”

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**Managing Stress 21(m)**

A little stress can be motivational; a lot of stress can damage your health and your relationships. The good news is that with the right management techniques, you can reduce the amount of stress in your life. In this short course, Dr. Todd Dewett shares his tips for managing stress. Learn how to identify and assess your stress triggers, manage your responses more effectively, and make positive personal choices.

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**Training Your Mind to Focus and Handle Distractions Better 33(m)**

Ever wondered why we feel so distracted and scattered in our day-to-day lives? Have our attention spans all completely changed? Or has something else captured our thoughts? In this audio-only course, Pete Mockaitis is joined by Dr. Amishi Jha to try to unpack the truth of what’s really going on in our distracted, tech-laden lives. A professor of psychology at the University of Miami and the author of the best-selling book *Peak Mind*, Amishi debunks common myths, explains the science of focus, and shares the single most important tool you can cultivate—mindfulness— to improve your brain and attention span.

Discover proven ways to overcome distraction, even in high-stress, high-demand scenarios. Starting with just 12 minutes a day, you can boost your focus and optimize your stress level at home and at work. By the end of this course, you’ll be ready to start practicing mindfulness in your own life and improving your engagement to achieve peak focus.

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