Invest in your greatest resource, and lift your business to new heights. When you empower your staff and make them a priority, they gain confidence in their skill set, and perform in a more efficient and productive way, resulting in a win-win situation. ETP is a special allocation from the State of California which provides funding for no-cost training to improve your workforce.

**LET’S GET STARTED**
UCR Extension can:
» help you determine if your company qualifies for state-funded employee training;
» assess your training needs;
» customize a program to address your unique learning goals and training objectives;
» deliver courses on-site at your facility, or on ground at UCR Extension

Your employees can learn techniques and skills that they can apply on-the-job right away.

**Popular training programs available include:**

**SUPERVISION, LEADERSHIP & TEAM EXCELLENCE**
» Crucial Conversations
» Servant Leadership
» Empowering Leaders
» Understanding Your Role as Supervisor
» Building & Managing High Performance Teams
» Communicating Effectively
» Motivating, Managing & Developing Others
» Customer Service

**COMPUTER SKILLS**
» Microsoft Word, Excel, PowerPoint, Outlook, and Google Sheets

**PROJECT MANAGEMENT**
» Project Management Essentials
» Project Leadership, Communication, and Team Building
» Project Scheduling and Risk Management
» Quality and Performance Management
» Project Procurement Management

**LEAN MANUFACTURING**
» Lean Principles and Practice
» Lean Six Sigma by the Numbers
» Lean Six Sigma Mindset
» Lean Principle Framework

**VOCATIONAL ENGLISH AS A SECOND LANGUAGE**
» Communication Skills
» Pronunciation, Spelling, and Grammar
» English as a Second Language in the Workplace
» Conversational English
» Other language subjects can include Spanish, Mandarin, and more

**TO QUALIFY**
Industries that may qualify for state-funded training:
» Manufacturing
» Health Care
» Logistics
» Warehousing and Distribution
» Supply Chain Management
» Construction Management
» Companies facing significant out-of-state competition

**JOIN THESE INNOVATORS**
Companies in the area who have taken advantage of state-funded training through UCR Extension:
» Kobelco Compressors
» Okuma Fishing & Tackle
» Fisher & Paykel Healthcare
» Fender Musical Instruments
» Stronghold Engineering

* Subject to State of California ETP approval. Course materials, textbooks, student parking, and additional fees may not be included with all courses.

**CONNECT WITH US!**
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