

LinkedIn and New World of Work have partnered to provide next steps to instructors and learners after completing each of the NWoW 21st Century Skills lessons.

For Students/Learners

Learners can use online video courses through **LinkedIn Learning's** Lynda.com platform to continue building their 21st Century Employability Skills. Developing LinkedIn profiles will also help connect learners with their respective college and organizational networks, and allow them to showcase their skills, digital badges, and degrees/certificates.

LinkedIn Learning: <https://www.linkedin.com/learning>

For Partner Colleges

In the 2017-2018 academic year, New World of Work is providing their official partner colleges **FREE** access to **LinkedIn Learning** videos for students going through courses using the NWoW 21st Century Skills curriculum.

For Instructors/Workforce Development Staff

Incorporating **LinkedIn Learning** videos as homework after the New World of Work curriculum will allow your learners to earn certificates for higher level acquisition of each of the "Top 10" 21st Century Skills. Instructors and institutions who have their learners create LinkedIn profiles can then see the education and career accomplishments of alumni for data and tracking purposes.

For instructors and employees in the California Community College system, you can access all the **LinkedIn Learning** video content for **FREE** through a partnership with the Professional Learning Network. Go to the Learn Academy to login or register and then click on the link for Lynda.com.

Learn Academy: <https://prolearningnetwork.cccco.edu/learn>

Adaptability (Open to Change)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
Managing Stress	Embracing Change Managing Stress	Managing Stress
Individual Instructional Videos		
Adapting to a changing environment Managing stress Stress Reduce stress Feedback Getting the feedback you need Making feedback work	Use the right technology and track the right data Adapting to a changing environment Getting the job done Managing stress Stress Feedback Types of feedback	Adapting to a changing environment Getting the job done Managing stress Stress Feedback Making feedback work



Analysis/Solution Mindset (Problem Solver)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
Problem Solving Techniques Solving Business Problems Critical Thinking	Solving Business Problems Problem Solving Techniques Critical Thinking	Solving Business Problems Problem Solving Techniques Critical Thinking
Individual Instructional Videos		
Adopting a business analyst mindset Motivating your team Introducing the five-step problem-solving process Highlighting your problem-solving skills Developing critical thinking skills in students Create a hypothesis How to test a hypothesis in four steps	Learn how to solve problems Common pitfalls when solving problems Introducing the five-step problem-solving process Defining the problem you solve Developing critical thinking skills in students Engage students in higher-order thinking Finding a problem to solve	Learn how to solve problems Defining the problem you solve Determining whether training will solve the problem Break big problems into small ones Introducing the five-step problem-solving process Developing critical thinking skills in students Engage students in higher-order thinking



Collaboration (Team Player)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
<p>Collaborative Design: Managing a Team Teamwork</p> <p>Building Business Relationships</p> <p>Leadership Foundations</p> <p>Stepping Up to Leadership</p> <p>Improving Your Conflict Competence</p> <p>Learning from Failure</p>	<p>Team Collaboration in G Suite</p> <p>Leading and Working in Teams</p> <p>Building Your Team</p> <p>Managing Teams</p> <p>Leadership Foundations</p> <p>Stepping Up to Leadership</p> <p>Learning from Failure</p>	<p>Building Your Team</p> <p>Delegating Tasks to Your Team</p> <p>Leading and Working in Teams</p> <p>Leadership Foundations</p> <p>Stepping Up to Leadership</p>
Individual Instructional Videos		
<p>The fundamentals of collaboration</p> <p>Collaborating on team documents</p> <p>Collaborative culture</p> <p>Understand your leadership style</p> <p>Incorporating feedback</p> <p>Engagement roles for team members</p> <p>Three keys to motivated and engaged teams</p> <p>Engaging team members throughout the process</p> <p>Solving team conflicts</p> <p>Managing conflict</p> <p>Dealing with conflict</p>	<p>Inspirational leadership</p> <p>Ethics in leadership</p> <p>Finding your leadership level</p> <p>Business and leadership skills</p> <p>Solving team conflicts</p> <p>Turning team conflict into opportunities</p>	<p>Appreciating diversity</p> <p>Designing for diversity</p> <p>How to manage virtual teams</p> <p>Inspirational leadership</p> <p>Business and leadership skills</p> <p>Solving team conflicts</p> <p>Resolving conflict</p> <p>Managing conflict</p> <p>Dealing with conflict</p>



Communication (Good Communicator)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
<p>Communication</p> <p>Business Etiquette: Phone, Email, and Text</p> <p>Grammar Fundamentals</p> <p>Interpersonal Communication</p> <p>Effective Listening</p>	<p>Communication</p> <p>Communicating with Confidence</p> <p>Communicating Across Cultures</p> <p>Communicating with Empathy</p> <p>Grammar Fundamentals</p> <p>Effective Listening</p>	<p>Persuading Others</p> <p>Influencing Others</p> <p>Communicating with Confidence</p> <p>Business Etiquette: Phone, Email, and Text</p> <p>Writing Email</p> <p>Connecting with Peers in the Workplace</p> <p>Grammar Fundamentals</p> <p>Effective Listening</p>
Individual Instructional Videos		
<p>The fundamentals of communication</p> <p>Starting two-way communication</p> <p>Communication</p> <p>Effective communication</p> <p>Using email as a communication tool</p> <p>General etiquette tips</p> <p>Tips on nonverbal communication</p> <p>Refining your verbal communication</p> <p>Understanding etiquette in some of the most common written business communications</p> <p>Overview: Five listening-focus skill sets/focus areas</p> <p>Listening and communicating</p>	<p>Simplify communication with templates and tools</p> <p>Using email as a communication tool</p> <p>Tips on nonverbal communication</p> <p>Refining your verbal communication</p> <p>Practicing the grammar rules</p> <p>Becoming a better listener</p>	<p>Using email as a communication tool</p> <p>Correcting spelling and grammar</p> <p>Listening and communicating</p> <p>Tips on nonverbal communication</p> <p>Refining your verbal communication</p> <p>Listening actively</p> <p>Becoming a better listener</p>



Digital Fluency (Good with Technology)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
<p>Digital Media Foundations</p> <p>Learning iPhone and iPad Security</p> <p>Learning Android Phone and Tablet Security</p>	<p>Digital Media Foundations</p> <p>Learning iPhone and iPad Security</p> <p>Learning Android Phone and Tablet Security</p> <p>Computer Components and Peripherals for IT Technicians</p> <p>Top 5 Tips for YouTube Channel</p>	<p>Digital Media Foundations</p> <p>Learning iPhone and iPad Security</p> <p>Learning Android Phone and Tablet Security</p> <p>Learning Word 2016</p>
Individual Instructional Videos		
<p>Digital communication</p> <p>Overview of digital security</p> <p>Information security</p> <p>Digital signatures</p> <p>Determining the source: Hardware or software</p> <p>How search engines work</p> <p>Understanding search engines</p> <p>Limitations of online research</p> <p>Best practices in conducting online research</p>	<p>Digital communication</p> <p>Overview of digital security</p> <p>Information security</p> <p>Digital signatures</p> <p>Determining the source: Hardware or software</p> <p>How search engines work</p> <p>Understanding search engines</p> <p>Google Search</p>	<p>Digital communication</p> <p>Overview of digital security</p> <p>Information security</p> <p>Digital signatures</p> <p>Digital communication</p> <p>Understand search engine basics</p>



Empathy (Sensitive to Others' Feelings)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
Communicating with Empathy	Communicating with Empathy Building Trust Being a Good Mentor Customer Service Foundations	Communicating with Empathy Making Decisions Customer Service Foundations
Individual Instructional Videos		
Developing empathy Extend personas with empathy maps Conveying warmth and empathy Keep empathy in mind What is empathy? Connect with clients and fellow creatives The importance of professional empathy	How to empathize Building professional relationships Focusing on customer needs	What is empathy? Increasing empathy and trust Developing empathy Building trust Leaders build trust Step two: Building trust Build relationships at work Making business decisions Making better decisions

Entrepreneurial Mindset (Go-Getter)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
Business Innovation Creativity Bootcamp Teamwork	Leading and Working in Teams Focus on Your Skills	Focus on Your Skills Developing Ideas and Design Concepts
Individual Instructional Videos		
Learn about what motivates you Motivating your team Overview: Five listening-focus skill sets/focus areas How to use brainstorming Monitor and control risks Taking the right risks Risk management overview Setting up the right environment	Learn about what motivates you How do you surface new ideas? Brainstorming Evaluating ideas Add impact to your ideas Monitor and control risks Taking the right risks Learning from your mistakes Are you an entrepreneur? Know yourself as the entrepreneur	Building study skills Building new skills How to use goals to build new skills Share your ideas and get noticed Monitor and control risks Taking the right risks Risk management overview Know yourself as the entrepreneur



Resilience (Plans for Success & Bounces Back from Failure)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
<p>Achieving Your Goals</p> <p>Delivering Employee Feedback</p> <p>Transitioning from Manager to Leader</p>	<p>Achieving Your Goals</p> <p>Balancing Work and Life</p>	<p>Conflict Resolution</p> <p>Focus on Your Skills</p> <p>Public Speaking</p> <p>Balancing Work and Life</p>
Individual Instructional Videos		
<p>Developing resilience</p> <p>Setting achievable goals before stretch goals</p> <p>Setting goals using the core essentials</p>	<p>Learn the importance of goal setting</p> <p>Set priorities</p> <p>Learning from your mistakes</p> <p>Giving feedback</p> <p>Building new skills</p> <p>Resolving conflict</p> <p>Prioritization overview</p>	<p>Setting achievable goals before stretch goals</p> <p>Setting goals using the core essentials</p> <p>Learn the importance of goal setting</p> <p>Set priorities</p> <p>Learning from your mistakes</p> <p>Giving feedback</p> <p>Building new skills</p> <p>Resolving conflict</p>



Self-Awareness (Self-Understanding)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
Bill George on Self Awareness Authenticity and Leadership Where to Focus: Weaknesses or Strengths? Designing Growth Strategies Business Ethics Communication Tips Weekly Communication	Discovering Your Strengths	Leading with Emotional Intelligence Managing Stress Where to Focus: Weaknesses or Strengths? Discovering Your Strengths
Individual Instructional Videos		
Increase self-awareness Assess your leadership readiness Playing to strengths Understanding strengths and weaknesses Understanding personality types at work Using your strengths Develop the skills needed to be an effective manager Exercising emotional self-control Ethical behavior expectations Leveraging strengths across the team	Understanding personality types at work Playing to strengths Understanding strengths and weaknesses Communicating Using skill and personality assessments	Playing to strengths Identifying your skills Growth The power of growth mindset Leading for growth Understanding strengths and weaknesses Identifying your strengths Focusing on your strengths Example interviews: Tell me about your strengths

Social Diversity/Awareness (Sensitive to Differences in Backgrounds and Beliefs)

Professional Competencies	Postsecondary Level Attributes	Secondary Level Traits
Full Courses Offered		
Communicating Across Cultures Developing Cross-Cultural Intelligence Conflict Resolution	Communicating Across Cultures Developing Cross-Cultural Intelligence Conflict Resolution	Communicating Across Cultures Developing Cross-Cultural Intelligence Conflict Resolution
Individual Instructional Videos		
Understand your value Communication and cultural differences	Understand your value Communication and cultural differences	Understand your value Appreciating diversity Sensitivity

