

# November 2022 Training Highlight



## Hard Skill Highlight: Email Writing

LinkedIn Learning: [Tips for Writing Business Emails](#)

LinkedIn Learning: [Writing Email](#)

LinkedIn Learning: [Writing Emails People Want to Read](#)

LinkedIn Learning: [Business Etiquette: Phone, Email, and Text](#)

LinkedIn Learning: [Writing Customer Service Emails](#)



## Soft Skill Highlight: Clear Communication

Academic Impressions: [Communicating with Donors During Crisis and Uncertainty](#)

Academic Impressions: [Inclusive Communication: A Training for Higher Ed Leaders](#)

Academic Impressions: [Communication Strategies to Confront Toxicity in the Workplace](#)

LinkedIn Learning: [Communication Tips](#)

LinkedIn Learning: [Critical Thinking for More Effective Communication](#)

LinkedIn Learning: [Communication Foundations](#)

LinkedIn Learning: [Interpersonal Communication](#)



# Case Western Reserve University's Professional Development Center

## Training Access Instructions

### Academic Impressions

- Login to your account at [www.academicimpressions.com/case](http://www.academicimpressions.com/case)
- Use your CWRU credentials (abc123 and password) to access member benefits
- Type in the name of the training you are interested in from the first page of this handout in the search bar
- Browse other Academic Impressions offerings by entering your desired area in the search box

### Impact Solutions

- Visit [case.edu/hr/worklife/employee-assistance-worklife-program](http://case.edu/hr/worklife/employee-assistance-worklife-program) for detailed information on IMPACT Solutions, CWRU's Employee Assistance Program, and to learn how to create your account
- For any questions on IMPACT Solutions, their services, or your eligibility, please contact [askhr@case.edu](mailto:askhr@case.edu)

### LinkedIn Learning

- Login to LinkedIn Learning by visiting [linkedinlearning.com/learning-login/](http://linkedinlearning.com/learning-login/)
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