



# Self-Care and Mindfulness

Take time and take care. Take an active role in your own health and finding the tools and sources to help you respond to the demands of work and home life. What can you do to improve interactions, communications, or simply manage stress? ASCIP recommends the following courses to address the needs of all employees who might benefit from a few moments of self-care.

Call the ASCIP Training Coordinator to sign up for this online training now! 562) 404-8029.

Course Code	Course Name
SYN-SelfAware-TRN-23	How to be More Self-Aware-23
SYN-UnderstandingStress-TRN-23	Control Your Work Day: 9 Good Time Management Tips-23
SYN-MnageTime-TRN-23	How to Manage Your Time Effectively-23
SYN-OrganizedWorkspaceTIPS-TRN-23	Tips for an Organized Workspace-23
SYN-EffectiveCommunications-TRN-23	The Secret to Effective Communication-23
SYN-ManagingRelationships-TRN-23	Managing Your Relationships-23
SYN-CommunicationSkills-TRN-23	Interpersonal Communication Skills-23
SYN-UnderstandingStress-TRN-23	Understanding Stress
SYN-HandlingStrees-TRN-23	Handling Stress-23
SYN-ManageYourselfinConflict-TRN-23	Manage Yourself in the Midst of Conflict-23
SYN-ManagingConflicts-TRN-23	Managing Conflict Step-by-Step-23

