**FREE courses to help you manage money, build your confidence and resilience, and improve your assertiveness skills**

**Places are allocated on a first come, first served basis, so book now to avoid disappointment!**

The Employee Support Team have arranged more dates for these popular informal courses presented by Lancashire Adult Learning. Click on the links below to book your place.

**Assertiveness training**

* [**Tuesday 1 November 2022 9:30am – 12pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=27327)(in-person)

The Exchange, County Hall, Fishergate, Preston, PR1 8XJ (room - Jordan Suite)

Learn how to improve your assertiveness to achieve a desired outcome, in the workplace or to support your confidence in everyday life.

You will learn:

* How assertiveness can benefit you to achieve a desired outcome
* Examining situations where assertiveness would be required
* Exploring how situations can be addressed by being assertive

# Confidence & Resilience Training

* [**Thursday 10 November 2022 1:30-4pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=27325)(in person)

The Exchange, Burnley Campus, Barden Lane, Burnley, BB10 1LD (room name - Inspire 1)

A valuable opportunity to learn skills to improve your confidence, communication skills and build your resilience. You will learn:

* Confidence building skills including personal development
* How confidence can be damaged
* Communication skills with others, an awareness of the importance of communication and interaction
* Personal development of your own confidence
* Resilience building skills

**Money Matters and Budgeting** is an on-line session from Lancashire Adult Learning, covering how to keep energy prices down, including finding the best rates and ways to reduce energy costs; how to access key local services and how they can help you; feeding a family on a budget and how to manage and avoid going into debt.

* [**Monday 7 November, 5:30-8:30pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=25925)(on-line)
* [**Tuesday 8 November, 9:30am-12:30pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=25930)(on-line)
* [**Tuesday 29 November 2022, 9:30am-12:30pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=25932)(on-line)
* [**Tuesday 6 December 2022, 1-4pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=25944)(on-line)
* [**Tuesday 13 December 1-4pm**](https://portal.mis.nelsongroup.ac.uk/Page/U_PublicCourseDetails?uio_id=25933)(on-line)

When you sign up for the above courses you will also need to enrol with Lancashire Adult Learning by clicking on the "Create an Account" link. If you enrolled previously and have forgotten your password please click the "Forgot Your Password" link and follow the registration process. Registration for courses closes two working daysbefore they take place.