VIDEO USER GUIDE

Ultimate Business Video Training Library

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The best way to understand the concepts in this program is to use the videos along with the textbook. The videos contain explanations and commentary from a panel of experts that expand on the concepts in the textbook and help you understand the application of the topics in real-world situations. Whether you're a visual or an auditory learner, watching these videos will enhance your knowledge and understanding.

- Watch the videos sequentially and follow along with the textbook. Stop and review any section that you don't understand.
- Work through the questions in your textbook to test your comprehension.

Life Skills

The Art and Science of Achieving Success



VIDEO USER GUIDE

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INTRODUCTION	[0:12:23]	
LEVEL 1 - BASIC SKILLS	[4:56:37]	page 3
Attitude, Balance, Change, Character, Coach and Mentor, Communication, Conduct, Continuous Learning, Entitlemen Forgiving, Gut Feeling, Healthy Lifestyle, Image, Inadequate Life, Money Management, "No", Organized, peer Pressure, Relationships, Resolving Differences, Risk-Taking, Sensitive Spirituality, Work Ethic	Feelings,	
DAY 1 SUMMARY	[1:15:02]	
LEVEL 2 - ESSENTIAL SKILLS	[2:15:00]	page 111
Conflict Management, Failure, Intimidation, Pareto's Princip 80/20 Rule, Peter Principle, Planning, Problem-Solving, Tead		
LEVEL 3 - ADVANCED SKILLS	[02:17:43]	page 147
Assuming Responsibility, Creativity and Innovation, Decision Delegation, Efficiency, Goal Setting, Motivation, Reputation Confidence, Teamwork, Time Management	- -	
LEVEL 4 - COMPOUND SKILLS	[0:57:44]	page 195
Continuous Improvement, Happiness, Leadership, Leadersh memberships, Procrastination, Self-Awareness	ip Style,	
LEVEL 5 - COMPLEX SKILLS	[0:51:32]	page 227
Achievement, Crisis Management, Immediate Action, Overv Prepared, Stress	vhelmed,	
FINAL THOUGHTS	[0:36:27]	

Understanding Electrical Estimating



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1.3	What is an Estimate?	[0:10:58]	
1.4	Estimate Types	[0:26:18]	
1.5	Estimates and Design Stages	[0:21:30]	
1.6	Estimating System	[0:18:44]	
1.7	Estimating vs Bidding	[0:07:31]	
1.8	Can I be Competitive?	[0:50:03]	
1.9	The Electrical Market	[0:11:41]	
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Business Management Skills

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Please note that this video was made by Mike Holt as part of a business management live event. While some of the topics discussed might be covered in the Business Management Skills textbook, it was recorded as an independent video, not relating directly to the textbook, but is a supplement to it.

Becoming a Great Instructor

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