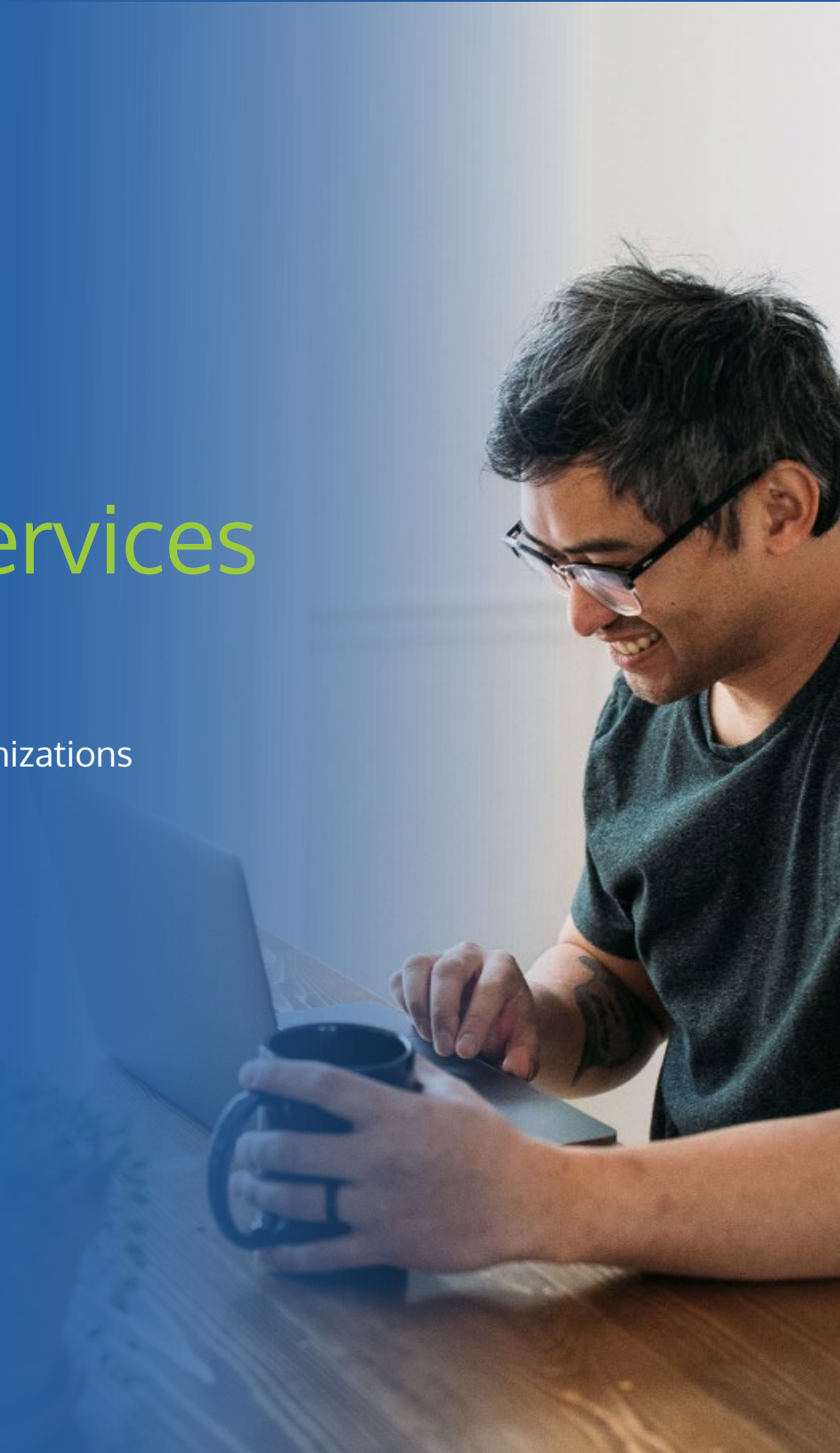
Humentum Learning Services
Course Catalog

Humentum's custom eLearning solutions for nonprofit organizations



HOW TO USE THIS CATALOG

- Identify the topics that interest you
- Find the courses that align with skills you need
- Follow each topical link for more details including course name, objectives, learning provider, and related costs
- Enhance your learning platform by adding new relevant courses
- Find pertinent courses to share with staff at your organization

Have more questions?

Email us at **customerservice@humentum.org** for more information and support

Humentum Learning Services
Course Catalog

Project Management >

Leadership and Management >

Finance and Financial Management >

Microsoft and IT / Digital Literacy

Multilingual Offerings

Program and Humanitarian Support

Organizational Development

Human Resources (HR) and Learning

Personal Development and Professional Efficiency

Diversity

Project Management

We offer over 90 courses to equip you with the necessary skills to lead projects and achieve project goals.

Designed for staff beginning their project management careers as well as those seeking accredited certification, our courses include the renowned Project Management for Development Professionals, Project Management Body of Knowledge (PMBOK), PRINCE 2, and AGILE.

ACCESS ALL PROJECT MANAGEMENT COURSES HERE.

Leadership and Management

Organizations need leaders and managers with well-rounded skills that are honed through experience and intentional learning.

Here you will find courses that build your skills to lead through emotional intelligence, managing diverse teams, leading through change, building strategic alignments, and decision making. Our course developer partners include Skillsoft, Cegos, Eureka, and more.

ACCESS ALL MANAGEMENT AND LEADERSHIP COURSES HERE.

Finance and Financial Management

Ensuring an organization's funds and assets are successfully managed requires a solid set of skills to implement high-level plans and boots-on-the-ground execution.

Strong financial management enables finance professionals to collate data to support the development of long-range visions, inform decision-making on budgeting, insights on funding investments, liquidity, profitability, and more. Our courses provide you with the skills to operate within the five finance principles: consistency, timeliness, justification, documentation, and certification.

ACCESS ALL THE FINANCE AND FINANCIAL MANAGEMENT COURSES HERE.

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Microsoft and IT / Digital Literacy

Today more than ever, organizations depend on information technology to not only communicate, but also to implement and achieve their missions.

Professionals need to be advanced in digital tools, problem solving, teamwork, and collaboration. Our courses provide you with skills to operate Microsoft Office and Microsoft Teams, Drobox, and data security and protection.

ACCESS ALL THE MICROSOFT AND IT COURSES HERE.

Multilingual Offerings

There are over 7,000 languages spoken in the world today.

Being able to speak the language of your donors, communities, and stakeholders increases empathy and human connections. It also promotes transparency, equity, and accountability. Our courses offer you the skills to improve your language efficiency with well-designed learning opportunities.

ACCESS ALL LANGUAGE COURSES HERE.

Program and Humanitarian Support

When disaster strikes, organizations need their staff to mobilize quickly.

Or if there is an instance of fraud, organizations need to know how to manage the allegations. Having policies and best practices documented and in place is imperative. For these topics, our courses include MEAL in emergencies, whistleblowing and fraud prevention, safety and security awareness, SPHERE standards, water and sanitation, disaster risk management, and more.

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Human Resources (HR) and Learning >

Personal Development and Professional Efficiency >

Diversity >

Organizational Development

Effective organizations who allow staff the space to build their change management capacity and professional development achieve greater results in their strategies, structures, and processes.

This starts with the leadership team and the importance they place on continuous professional development for staff. Our courses provide the skills to enhance communication approaches, problem solving, employee development, and building change that sticks.

ACCESS ALL ORGANIZATIONAL DEVELOPMENT COURSES HERE.

Human Resources (HR) and Learning

A well-functioning HR department allows an organization to achieve its mission while retaining an engaged workforce.

HR professionals are the lifeblood of an organization as they create a positive culture, provide learning opportunities for staff, and ensure the organization gets the most out of its employees. Our courses are designed for HR Professionals who want to build their skills in strategic management, recruiting and onboarding, people management, and employee satisfaction.

ACCESS ALL HR AND LEARNING COURSES HERE.

Personal Development and Professional Efficiency

Personal development is a continuous assessment of goals and values and building the skills to reach your highest potential.

While being efficient means producing results with little wasted effort - the better the results obtained, the more efficient the professional. In the workplace both attributes center more on an individual's ability and work ethic, than on the organization or its management. Our courses provide skills on embracing personal responsibility, emotional intelligence, self-awareness, time management, and more.

ACCESS ALL PERSONAL DEVELOPMENT AND PROFESSIONAL EFFICIENCY COURSES HERE.

Diversity

Diversity within a workplace encompasses race, gender, ethnicity, age, religion, sexual orientation, citizenship status, military service, and mental and physical conditions, as well as other distinct differences between people.

Organizations can set up strategies to leverage diversity such as setting a clear, inclusive vision and policies; increasing the quality and quantity of conversations; increasing involvement of diverse voices; and more. Our courses are tailored to discuss this important topic and uncover underlying issues to allow for meaningful conversations.

ACCESS ALL DIVERSITY COURSES HERE.

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