



Online Certification Workplace Specialization

Designed with busy schedules in mind, Everything DiSC Workplace Certification offers the flexibility of self-paced learning, paired with live webinar sessions led by our expert trainers.

- **Increase** confidence and competence in delivering Everything DiSC Workplace sessions in your organization.
- **Develop** experience using the Everything DiSC Workplace Facilitation Kit with small groups.
- **Experience** first-hand the Everything DiSC Workplace assessment and apply the personalized profile results to real-world scenarios.
- **Learn** to keep Everything DiSC® alive within the organization by creating a culture of DiSC® with MyEverythingDiSC.com.
- **Receive** the credential of Certified Everything DiSC Workplace Facilitator upon successful completion of the course.

This workshop will give you foundational knowledge about Everything DiSC and the research behind it. It will arm you with the knowledge and content expertise you need to confidently answer questions and help build an understanding of DiSC. If you are interested in this certification, you will need to register for the workshop through an Authorized Partner.

Upon successful completion of this online workshop and passing the final exam, you will receive the credential of Everything DiSC® Certified Trainer—Workplace Specialization.

Time Requirements: This online workshop consists of 4 modules over a 4-week period. You will complete one module per week. Each module will require 3-5 hours of time per week, broken down in the following way:

- One to three hours of self-directed online work, to be completed before the module's live collaborative (instructor-led webinar) session
- One 90-minute live collaborative (instructor-led webinar) session per week (30 to 60 minutes of additional self-directed online work following the live collaborative session)
- A final exam, to be completed within 48 hours of the final live collaborative session

Important Notes:

1. **Attendance is required at all live collaborative sessions.**
2. You will not qualify to sit for the final exam if you do not complete all self-directed and live collaborative activities leading up to the exam.
3. **Seats are limited to the first 20 participants.**
4. Because this offering includes a Workplace Specialization, it will also guide you through exploring the *Everything DiSC Workplace®* program, including the facilitation kit. Therefore, **you must own an *Everything DiSC Workplace Facilitation Kit*** to participate in the workshop. If you do not own a Workplace Facilitation Kit, you must purchase the kit from an Authorized Partner.
5. Workshop syllabus in PDF format may be found at <http://bit.ly/1sPd0pE>.
6. **This course does not provide training in classroom facilitation or coaching skills.**



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Technical Requirements:

- You will need to use a laptop or desktop computer (Mac or PC). Tablets or mobile phones are not supported at this time.
- You should use a recommended browser: Mozilla Firefox, Google Chrome, or Internet Explorer (version 9 and later). If using a Windows XP operating system, you must use either Google Chrome or Mozilla Firefox, as Windows XP only supports Internet Explorer 8 and earlier.

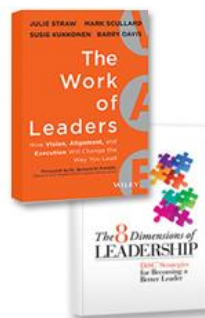
Cancellation & Payment Policies:

- If cancelling more than 14 days prior to first collaborative session, your Authorized Partner can cancel registration for you with no repercussions.
- If cancellation is between 7-14 days prior to first collaborative session, your Authorized Partner may substitute your registration with another client if they have one with no repercussions. If your Authorized Partner does not have another client and Wiley can fill spot with someone on their waiting list, you are liable for a \$100 administrative fee. Your Authorized Partner must contact Partner Care directly to make substitution or cancellation arrangements.
- If cancel is less than 7 days prior to first collaborative session and if your Authorized Partner does not have a client available for substitution and Wiley does not have anyone on waiting list, you are liable for the entire certification course cost.
- Wiley reserves the right to cancel this course at any time and offer a full refund.

Want to know what other Everything DiSC products are available?

To learn more, here are a few options you may choose from:

1. Check out our website under Resources, Flyers to get quick information.
2. If you know what you want to learn more about, on our website you can:
 - Go to Products, DiSC to review and order materials
 - Go to Training and look under the desired category to see courses and workshops that feature DiSC products
3. Or just contact us via phone or email to start a discussion!



To register for online Certification or learn more about DiSC, contact:



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