

NOVEMBER 2018

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 1

Conquering Communication -
Professional Communication Skills Certificate Session - **New Gloucester, ME**
Creative Decision Making and Problem Solving -
Professional Communication Skills Certificate Session - **New Gloucester, ME**
Your Role as a New Banker - **Eliot, ME**

November 5

Basic Administrative Duties of a Trustee - **Online**
Business Communication - **Online**
Business Math - **Online**
Consumer Lending - **Online**
Managing Interest Rate Risk - **Online**
Marketing - **Online**
Marketing in Banking - **Online**
Money and Banking - **Online**
Principles of Banking - **Online**

November 6

Emotional Intelligence Works - **Machias, ME**

November 8

Calming Upset Customers - **Machias, ME**

November 12

Accounting - **Online**
Financial Accounting - **Online**
Law and Banking: Principles - **Online**
Selling Fundamentals - **Online**
Supervision - **Online**



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For course descriptions & enrollment information check

WWW.CFTEA.ORG

1-888-366-3242

info@cftea.org

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November 13

Certified Teller Exam Review - **CFT Webcourse**

Performance Management and Coaching -

Managers as Leaders Session - **White River Junction, VT**

November 15

Establishing Expectations and Service Standards for Your Team -

Professional Communication Skills Certificate Session - **New Gloucester, ME**

Strengthening Interpersonal Relationships and Motivation -

Professional Communication Skills Certificate Session - **New Gloucester, ME**

November 19

Deposit Accounts and Services - **Online**

Principles of Banking – **Online**

November 20

Dealing Effectively with Co-Workers – **Machias, ME**

November 26

Customer Service Excellence - **Online**

Human Resource Management - **Online**

Law and Banking: Applications – **Online**

November 29

Essentials of Workplace Conduct – **Machias, ME**



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