

Content catalogue 2020

academy ✧ OF BRAIN

Who are we and what do we represent?

Professional expertise and skills in psychology - soft skills training any time any place!

We offer more than 30 topics on developing Soft Skills. Our online trainings are based on short videos, exercises and podcasts. Topic themes are: Managerial work and Leadership, productivity, collaboration, mindset and recovery.

The content is developed by our advisory board:
Ville Ojanen, Ph.D in Cognitive Neuroscience, Minna Huotilainen, Professor in University of Helsinki and Jarmo Manner, Leadership Coach and Master of Science in Business.

Online learning videos:

- Science based substance
- Great script
- Natural and credible acting
- High-quality animations enhance learning





Quick Fixes

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Quick Fix videos are designed for quick and efficient studies. Videos last between 2 and 10 minutes and are excellent on coffee breaks and team meetings.

- Time management
- Psychological safety
- Leaving the role of the victim
- Show the person behind the actions
- See the person behind the actions
- Self coaching
- Learn to focus
- Working with meaning
- Emotions in action
- Working under pressure
- Find motivation for routine tasks
- Meaningful work
- Dealing with attention deficit trait



Short Tutorials

Short tutorials give a good overview of the topic with some practical tools. They consist of videos, text materials, and exercises.

- Focusing skills
- Improve your recovery skills
- Understanding personality types at work
- Managing migraines
- Improve positivity
- Team leader's Academy of Brain - Develop your team
- Growth mindset
- View of humanity
- Sleep better in five weeks
- Practical mindfulness

Focusing skills

time: 2 h 30min

videos: 8

exercises: 12

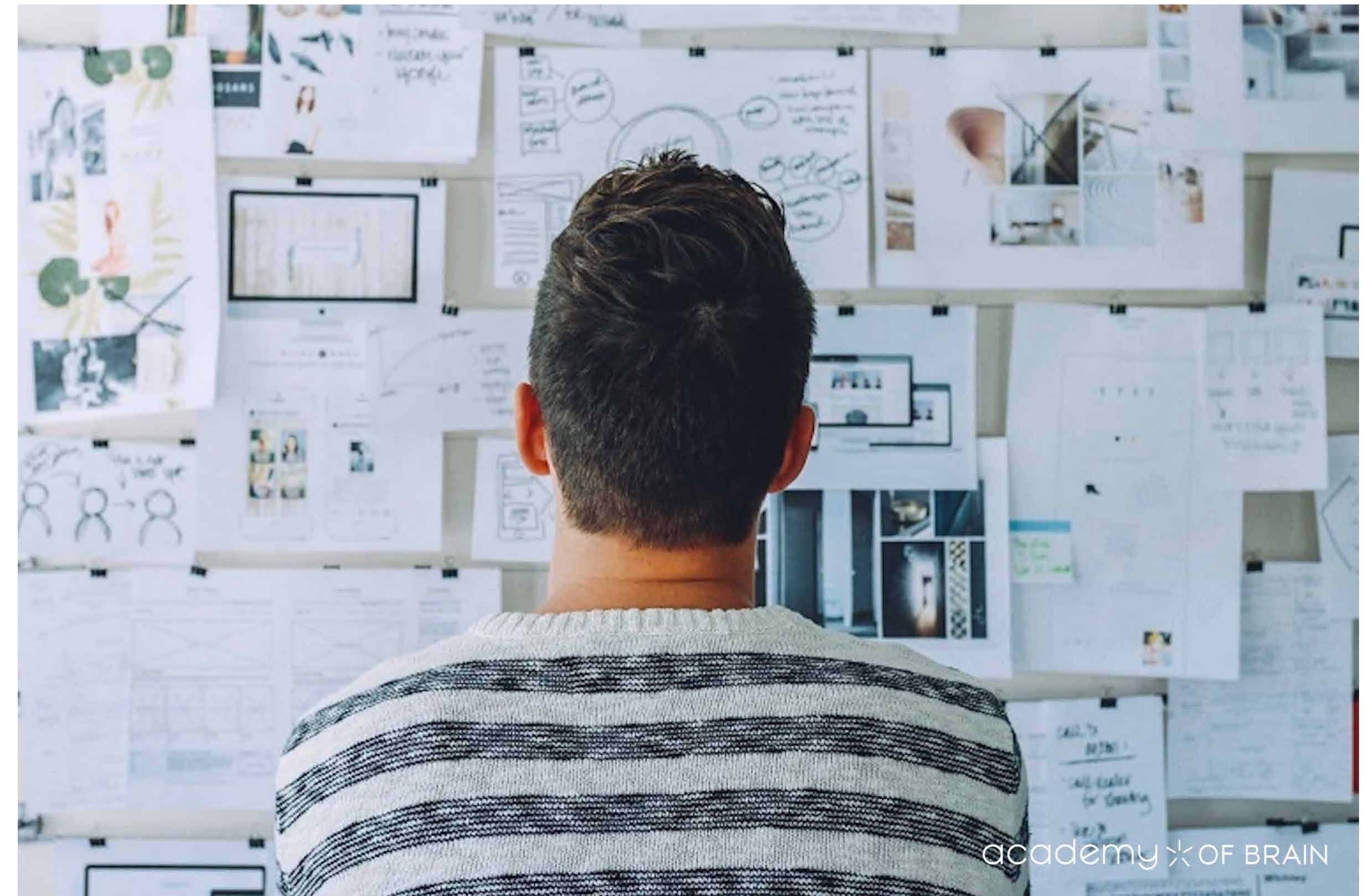
Description:

Focusing means the ability to direct your energy into things that matter. In order to do a good job, you must focus on the task. Today, however, our lives are full of interruptions and stimuli that distract our minds. In this course, you will learn to master five focusing skills.

This tutorial focuses on developing your ability to focus. Keep in mind, however, that your ability to focus is heavily dependent on other people and the way your work is organized.

What will I learn?

- You'll understand what things affect your concentration, and how can you tackle them.
- You'll achieve the ability to direct your energy into the things that matter.
- You'll learn simple ways to maintain your energy.



"The training course is great and full of useful materials. The videos are informative while being efficiently short so the learner can allocate time well."

Improve your recovery skills

time: 2h

videos: 8

exercises: 9

Description:

Recovery divides into two: physical and mental – body and mind. Physical recovery is the basis on which mental recovery builds. Most of us know what physical recovery processes there are: sleep, nutrition & exercise. But what do you know about mental recovery? Do you know how you could improve your mental recovery? In this tutorial, you will learn methods and processes to develop your recovery skills, welcome!

What will I learn?

- You'll understand what thing affect your recovery
- You'll learn more about mental recovery processes
- You'll gain practical tools to energize yourself .



"Practical and easy to listen again."

Understanding personality types at work

time: 1 h 30 min

videos: 7

exercises: 7

Description:

Diversity is an asset and a strength, once understood correctly. Understanding diversity improves your self-awareness, appreciation towards differences and develops your ability to evaluate tasks that are suitable for you. Understanding personalities helps you succeed in modern working life.

This course dives into the best-known personality theory, the Big Five. The Big Five model presents five personality traits: Need for Stability, Extraversion, Originality, Agreeableness, and Conscientiousness.

What will I learn?

- Learn to understand personalities: your own and others'
- Develop the ability to evaluate tasks that are suitable for you
- Learn to appreciate diversity and differences .



"A very broad and interesting topic so it would be nice to come back to this training again. I would like more training on this subject."

Managing Migraines

time 1 h 30min

videos: 6

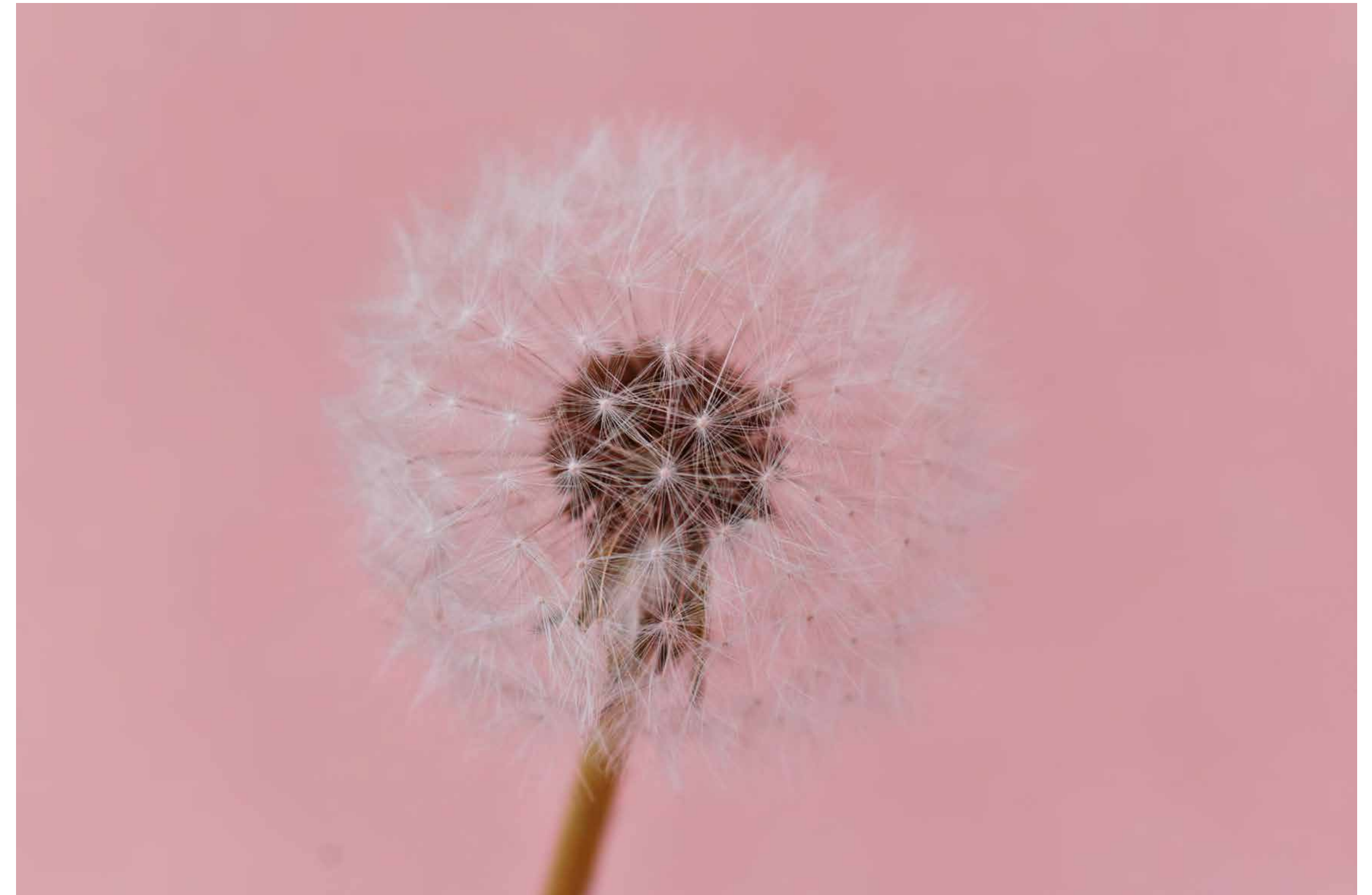
exercises: 5

Description:

If you have a headache that occurs rarely, and can be managed with a small amount of medicine, you do not need to consider the causes for it.

However, if the headache limits your actions, whether at work or in your personal life, you should try to find out where does it stem from. A migraine causes headaches, but it can also affect your senses or cause nausea.

With the knowledge and exercises from this tutorial, you can improve your wellbeing.



"A very good and informative tutorial on migraines. I learned about treatment methods that don't require any medicine as well as things to avoid to prevent a migraine. Thank you!"

Improve positivity

time: 30 min

videos: 2

exercises: 4

Description:

How fast are you able to find something positive in a difficult situation? Positivity is not a given, but you can and you should practice it, as it will help you and others around you!

What will I learn?

- Learn about your attitude towards positivity
- Learn to say more "YES", even if your first reaction to something is "NO"
- Learn about a positive self-image - the world is full of learning opportunities!



"Very interesting and thought provoking throughout."

Team leader's Academy of Brain – Develop Your Team!

time: 30 min

videos: 5

exercises: 3

Description:

As a team leader, you have an essential role in creating an excellent work-life, motivate others, and support your team's growth. This course gives you the best tips on how to utilize our online trainings with your team.

What will I learn?

- Learn top tips for getting the most out of our content with your team
- What are practically the best ways to study together
- What can you do as a team leader to help people develop themselves



"This short course summarizes great practical ideas, with which you can make use of in developing yourself or your team."

Growth mindset

time: 2 h 30 min

videos: 6

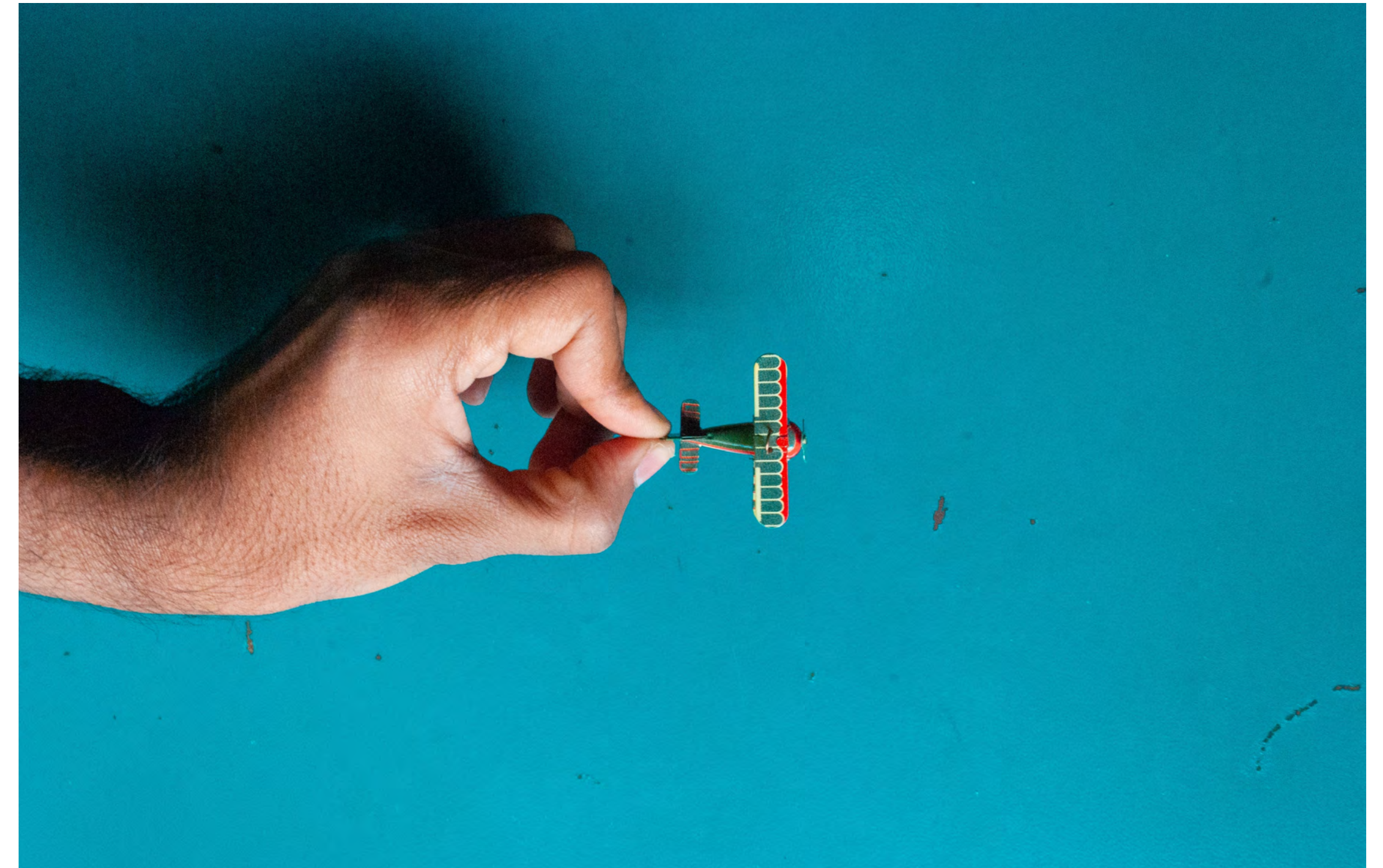
exercises: 8

Description:

Top performance, good decisions and new perspectives all begin with our ability to see things in a new light. This tutorial focuses on developing your mindset. You will notice changes instantly!

What will I learn?

- Creativity and innovativeness – learn to see things in new ways
- Agile Learning – create a new attitude towards learning
- An attitude of growth – create a positive understanding of your abilities
- Courage – create a constructive mindset towards mistakes and failing
- Perfectionism – create a healthy attitude towards perfectionism



*"Good basics that everyone should hear and above all
- start using! THANK YOU."*

Sleep better in five weeks

time: 2 h

videos: 7

exercises: 6

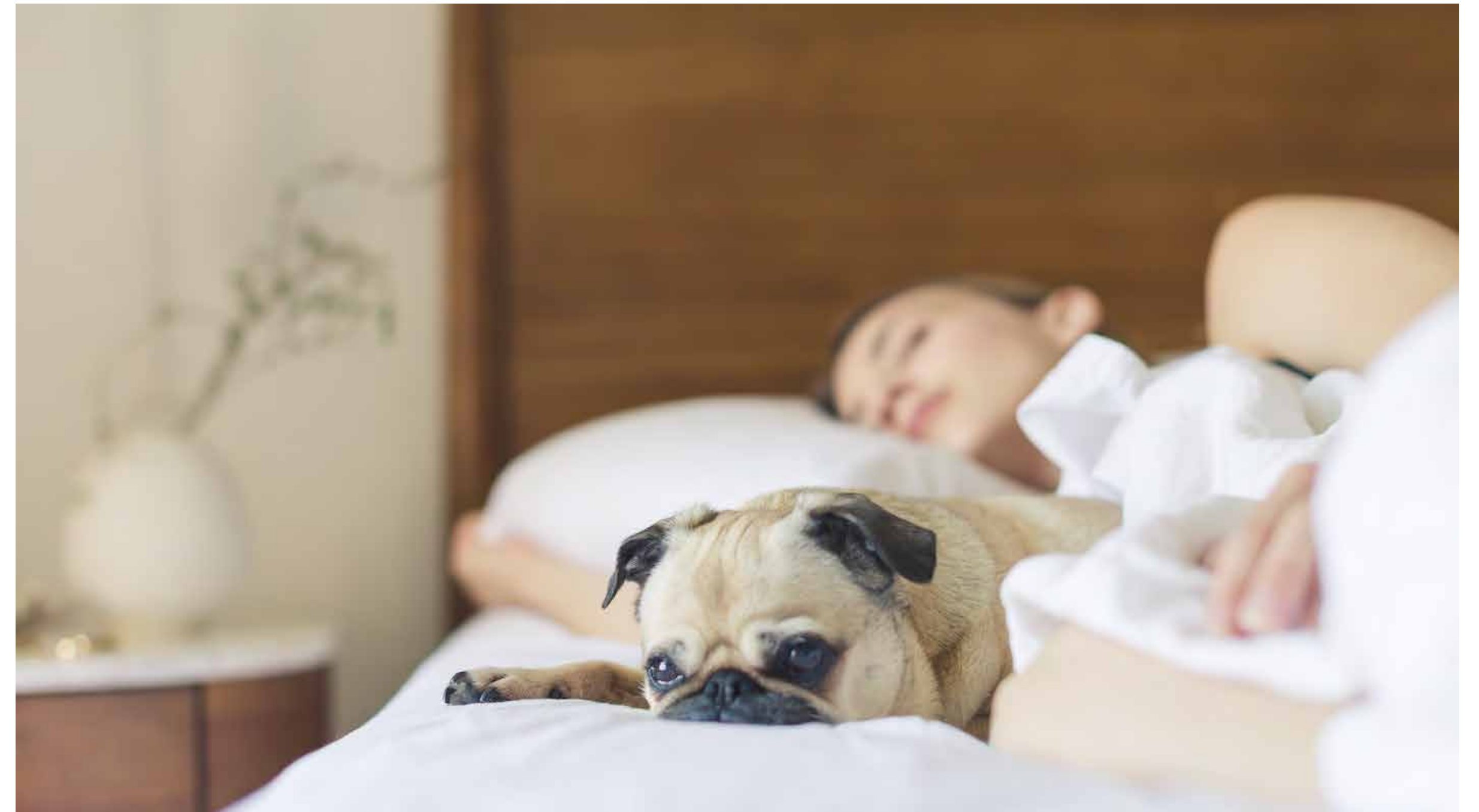
Description:

Many people struggle with getting a good night's sleep, causing difficulties in other parts of their lives. Have you tried to improve your sleep?

This tutorial focuses on improving your ability to fall asleep and to improve the quality of your sleep. Improving sleep involves making a few simple, but powerful shifts in routine and behaviors. Want to know what they are?

What will I learn?

- Improve the quality of your sleep
- Learn when to go to sleep and when to get up
- Improve your recovery and health



"Good tips, most of which I already have been using. Still, I found it helpful to go through all of them. For myself, sleeping problems are seasonal, and I believe these tips will help when the worse season hits again."

Practical mindfulness

time: 1 h

videos: 6

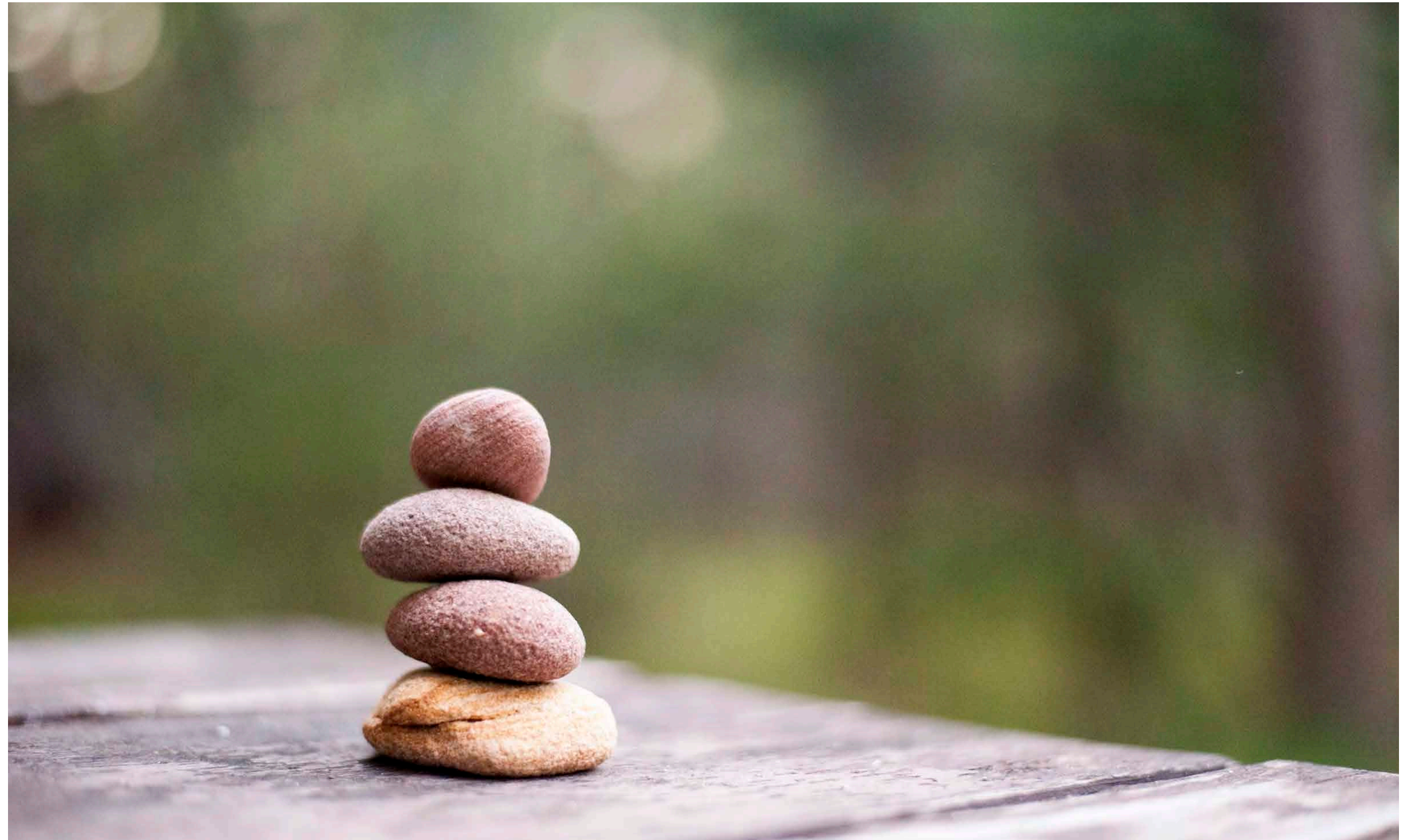
exercises: 6

Description:

This short course teaches you the basics of mindfulness and helps you get started with training. By doing the exercises every day for a couple of weeks, you will notice positive effects, such as better sleep & concentration – or simply an improved mood!

What will I learn?

- Learn to ease stress, better your sleep & improve your mood
- Improve self-awareness
- Deepen your breath & improve your health



"Simple practical exercises to use also for my own client work."



Long tutorials

Long tutorials give a comprehensive knowledge about the topic. They last between 2 and 5 hours and consist of videos, text materials, and exercises. All videos are available also as podcasts.

- Everyday Mind Skills
- Coaching leadership
- Better Feedback
- High Performing Team
- Present in Interaction
- Psychology of Weight Management
- Cope Better with Change - Developing Resilience
- Navigating Conflicts
- Digital Interaction and Virtual Teams

Everyday mind skills

time: 2 h

videos: 10

exercises: 7

Description:

Did you know that you miss out on the majority of your experiences? Your brain produces unique experiences every waking moment, but you are able to notify only a small part of them. Emotions and needs have a strong effect on your behavior. Whether they are good or bad, all emotions are needed and valuable.

This tutorial aims to help you acknowledge and accept your emotions and needs. By practicing, you will be able to control, express and take responsibility for your emotions.

What will I learn?

- You'll learn to acknowledge your emotions and control threat mode
- You'll learn to express and take responsibility for your emotions
- You'll learn about perceptions and positive inner talk



"Practical tips that can be easily added to everyday life. Happy to listen this again."

Coaching Leadership

time: 1 h 30 min

videos: 11

exercises: 13

Description:

According to research, coaching leadership enhances individuals' well being and boosts productivity within the organization. This tutorial gives you good practical tools for growing into the coaching role. There are a lot of different leadership styles. Research indicates that a good leader employs three to four styles flexibly. How can you learn to apply the right style for the right moment?

What will I learn?

- Learn about different leadership styles
- Learn to implement these different leadership styles in your work
- Become a coaching leader



"The course focuses a lot on asking questions and encouraging to reflect on my practices and needs for development. That is and will be helpful for me as I keep developing my types of leadership."

Better Feedback

time: 2 h 30 min

videos: 16

exercises: 10

Description:

The objective of feedback is to learn. Instead of "feedback", we should call them "learning discussions". More importantly, feedback is not about one person telling others how they should do their work. The goal is to recognize together what have you done so far and how could you develop your actions further. Feedback is a crucial factor in developing individuals and organizations.

What will I learn?

- Learn about giving feedback as learning discussions
- Learn different techniques for giving feedback and when and how to use them
- Develop your skills as a feedback giver and getter



"I really liked it. This is a challenging thing and the course made me think about my own behavior and I got some tips on how to behave in the future."

High Performing Team

time: 5 h 30 min

videos: 11

exercises: 13

Description:

Work is done together. The quality of teamwork determines the end result and the atmosphere. High Performing Team tutorial answers the question: How do I enhance teamwork?

The tutorial focuses on the most common challenges and most prominent solutions for teamwork. The tutorial is focused on developing team practices, creating a common goal, understanding and appreciating diversity as a resource, and enhancing decision-making and implementation.

What will I learn?

- Improve your teamwork skills
- Learn about teams in general: team stages, roles, rules, conflicts
- Improve your team's atmosphere



"Awesome! Strengthen my understanding of agile methods. Excellent accessory materials."

Present in interaction

time: 2 h

videos: 8

exercises: 3

Description:

Working life is becoming more and more interactive. It is important to learn to be present in interaction. Being present requires five keys: concreteness, listening, assertiveness, positivity and shared goals. Learn how to use these keys to improve your interaction skills.

What will I learn?

- You'll understand the five keys of good interaction
- You'll learn to be more present
- You'll gain good and constructive interaction skills



"Practical tips to use in everyday work."

Psychology of Weight Management

time: 4 h

videos: 9

exercises: 20

Description:

If you have ever tried to lose weight, or are being critical towards your body, this tutorial is great for you. Regardless of your goals, this tutorial will teach you psychological skills, that you can utilize in many areas of your life. Widen your perspective and learn about the psychology of weight management.

The tutorial bases on acceptance and commitment therapy, as well as research on eating habit and weight control.



"The tutorial gave me new perspective on this matter and it didn't repeat the same phrases every other diet does."

Cope Better with Change - Developing Resilience

time: 2h 30min

videos: 6

exercises: 8

Description:

Resilience is an everyday skill. You face complex and complicated situations on a daily basis. These situations involve other people and you should be able to solve challenging things together. How do you adapt to new situations and changes? How quickly can you adapt and recover your ability to act? Resilience is an important brain skill, especially in the information age. It's not something you either have or don't have: it's a learned skill that can be measured and developed.

What will I learn?

- Learn to recognize your strengths and weaknesses in stressful situations
- Learn to focus and act determinedly in pressuring situations
- Learn to strengthen your weaknesses to improve your overall resilience



"A clear perspective on the matter. How our personalities influence our resilience was well brought up. These tips are definitely valuable."

Navigating Conflicts

kesto: 3 h

videos: 16

exercises: 15

Description:

Different minor and major conflicts are part of our everyday life. Work communities are full of difficult situations and conflicts. Research indicates that up to 85 percent of employees experience constant conflicts in their work.

This tutorial introduces four perspectives that will help you deal with conflicts. These so called four doors base on a Harvard University study.

After the tutorial you have the resources to turn a conflict in to a learning experience.



"Super interesting but some hard questions."

Digital Interaction and Virtual Teams

time: 2 h 30 min

videos: 11

exercises: 10

Description:

This tutorial focuses on ways to enhance digital interaction and virtual teamwork. The tutorial consists of two parts. First we will discuss about communication strategy, interaction etiquette and how to develop trust online.

The other part of this tutorial goes through tools and applications that are useful for digital teamwork.



"This course is awesome! It provides really important perspective how to deal with the documentation in our daily management without physical location."