1. **Project management** 
   1. dolls concept to completion for designs, patterns and products
      1. **Product planning**
         1. Time
         2. Resources
         3. Risk
         4. Business planning
      2. **Product design**
         1. Corel draw
         2. Technical writing
            1. Pattern drafting
            2. Math
         3. Layout
         4. Photography
      3. **Technical writing**
         1. Books
         2. Pattern instructions
         3. Website copy
         4. Tutorials
         5. Procedures
      4. **Project planning**
         1. Ideas, brainstorms, problems and solutions
      5. **Resource management**
         1. Supply lists, buying or ordering materials
         2. Cost management
         3. Time management
         4. Budgets
   2. project management for design and implementation of tracking systems for applications and waivers
      1. CIR
         1. Statistics
         2. dashboard
      2. CPR
         1. statistics
      3. Applications
         1. Process tracking
         2. Statistics
         3. Time management
         4. Human resources management
2. **Sales and marketing**
   1. Social media
   2. Yahoogroups
   3. Website management
   4. Promotion
   5. **Website development**
   6. **Website design**
      1. Power point
      2. Wordpress
      3. HTML
      4. CSS
      5. JavaScript
      6. Design
      7. Sales
      8. UI/UX
3. Sewing
4. **Business writing**
   1. Research
   2. **Excel**
      1. Statistics
      2. Charts
      3. Graphs
      4. Analytics
   3. **Word**
      1. Letters
      2. Process development
      3. Website copy
      4. Marketing material
      5. Social media material
5. Task management
6. 7 habits
7. **Teaching**
   1. Patience
   2. Empathy