



LOAPI'S LEADERSHIP

- PARADIGM SHIFT -

Corporate Compliance Training
Education & Training
Employee Productivity Programmes
Personal/Organisational Effectiveness



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Changing the Picture

CORPORATE TRAINING FOR SUCCESS



Acquire essential
communication,
leadership, and
teamwork skills to
excel in your role.

ACCREDITED & REGISTERED WITH



Mission Statement

Loapi's Leadership is to deliver skills and knowledge that significantly increase our course participants' on-the-job productivity, thereby enhancing their contributions to the goals of their organisations.

Values

We believe in our employees in delivering quality training and consultancy services. We reward collaboration, we act with integrity and seek excellence and innovation.

OUR COURSES

Corporate Compliance Training

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Corporate Affairs and Governance (CAG)

Unlock the path to excellence in Corporate Affairs and Governance! Our comprehensive course, designed by industry experts, empowers your team with the knowledge and skills to navigate the complexities of corporate landscapes confidently. From regulatory compliance to stakeholder management, this program covers all facets of effective corporate governance. Learn to streamline operations, enhance transparency, and build enduring stakeholder trust. Elevate your organization's reputation, strengthen board performance, and drive sustainable growth.

Learning Objectives

- ▶ Understand the key principles and importance of corporate governance in modern organizations.
- ▶ Comprehend the roles and responsibilities of board members, executives, and other stakeholders in governance processes.
- ▶ Learn about regulatory frameworks, compliance requirements, and best practices in corporate governance.
- ▶ Gain insights into effective stakeholder engagement and communication strategies.
- ▶ Understand the significance of ethics and integrity in corporate affairs.
- ▶ Acquire skills in managing corporate risks and ensuring transparency in decision-making processes.
- ▶ Be equipped to foster a culture of accountability, responsibility, and sound governance practices throughout the organization.

Who should attend?

Board Members, Senior Executives, Legal and Compliance Officers, Company Secretaries, Human Resources Professionals, Corporate Communication and Public Relations Teams, Risk Management Professionals, Internal Auditors and anyone in a leadership or management position with an interest in fostering effective governance practices within the organization.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Fire Marshal Skills (FMS)

Ignite a culture of safety with our Fire Marshal Skills corporate course! Equip your team with the expertise to tackle fire-related emergencies head-on. Led by fire safety experts, this dynamic program hones essential skills such as risk assessment, evacuation planning, and fire extinguisher handling. Your employees will gain the confidence to safeguard lives and property with precision. Through immersive simulations, they'll step into the shoes of a Fire Marshal, mastering vital techniques. Don't wait for a spark to turn into a blaze—invest in this transformative course today and empower your workforce to be the frontline defenders against fire hazards. Secure your workplace and ensure a resilient team ready to face any fire challenge!

Learning Objectives

- ▶ Understand the principles of fire safety and the role of a Fire Marshal in preventing and responding to fire incidents.
- ▶ Identify potential fire hazards and conduct effective risk assessments in their work environment.
- ▶ Develop and implement robust evacuation plans, ensuring the safe and orderly evacuation of employees and visitors.
- ▶ Gain proficiency in the proper handling and operation of fire extinguishers and other firefighting equipment.
- ▶ Learn how to effectively communicate and coordinate with emergency services during fire emergencies.

Who should attend?

Designated Fire Marshals, Health and Safety Officers, Supervisors and Managers, Security Personnel, Human Resources (HR) Personnel, Facilities and Maintenance Personnel, Emergency Response Team Members and anyone with a specific interest or role related to fire safety and emergency response.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play





First Aid (FA)

Loapi's Leadership provides comprehensive First Aid corporate training – your gateway to life-saving skills and preparedness! Designed by experts in the field, this engaging program equips your employees with essential knowledge and techniques to respond confidently in emergencies. From basic wound care and CPR to handling more complex situations, our tailored curriculum ensures your team is well-prepared to act swiftly and effectively. Through hands-on training and realistic simulations, participants will gain the confidence to provide immediate assistance when it matters most. Join us on this transformative journey towards a safer workplace, where first aid knowledge becomes a powerful asset in safeguarding lives. Let's empower your team to be the difference-makers in times of need!

Learning Objectives

- ▶ Understand the importance of first aid in emergencies and its role in saving lives.
- ▶ Learn how to assess and respond to various medical emergencies promptly and effectively.
- ▶ Acquire essential skills in providing CPR (Cardiopulmonary Resuscitation) and using automated external defibrillators (AEDs).
- ▶ Master techniques for treating common injuries such as burns, cuts, and fractures.
- ▶ Gain knowledge on handling medical emergencies like choking, allergic reactions, and seizures.
- ▶ Develop the ability to recognize and respond to life-threatening situations with confidence.

Who should attend?

All Employees, First Aid Team Members, Health and Safety Officers, Supervisors and Managers, Safety Representatives, Employees working in high-risk environments, New Hires and anyone with an interest in learning life-saving skills and being prepared to handle emergencies.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Food Safety System Awareness (FSS 22000)

Introducing our Food Safety System Awareness (FSS 22000) corporate course – the recipe for your organization’s triumph. Developed by food safety experts, this comprehensive program ensures your team is well-versed in global food safety standards. From hazard analysis and hygiene practices to traceability and compliance, we serve up essential knowledge to safeguard your reputation and consumer trust. Equip your employees with the tools to uphold the highest standards in food safety, gain industry recognition, and stand out in a competitive market. Savor the success that comes with an impeccable food safety system. Enroll now and taste the difference!

Learning Objectives

- ▶ Understand the fundamentals of food safety and its importance in the food industry.
- ▶ Comprehend the requirements and principles of the FSS 22000 standard.
- ▶ Learn how to identify and assess potential food safety hazards in the food production process.
- ▶ Gain knowledge of best practices for maintaining personal hygiene and a clean working environment.
- ▶ Become familiar with the documentation and record-keeping requirements of FSS 22000.
- ▶ Learn about the HACCP (Hazard Analysis and Critical Control Points) system and its implementation in food safety management.
- ▶ Acquire the skills to contribute effectively to the implementation and maintenance of a robust food safety management system based on FSS 22000.

Who should attend?

Food Handlers, Food Safety Personnel, Quality Assurance and Quality Control Staff, Production and Manufacturing Personnel, Health and Safety Officers, Management and Supervisors, Procurement and Supply Chain Personnel

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play





Fork Lift Operations (FLO)

Boost workplace efficiency and safety with our Forklift Operations corporate course! Designed by industry experts, this comprehensive program equips your employees with the skills to expertly maneuver forklifts and handle materials with precision. From proper load handling and equipment maintenance to navigating tight spaces, our tailored curriculum ensures your team is well-prepared for any warehouse challenge. Invest in this transformative course and watch your workforce elevate productivity, reduce downtime, and create a secure work environment.

Learning Objectives

- ▶ Understand the principles of forklift operation, including load capacity and stability.
- ▶ Learn the proper techniques for safely starting, stopping, and maneuvering a forklift.
- ▶ Comprehend the importance of pre-operational inspections and routine maintenance for forklifts.
- ▶ Gain proficiency in handling different types of loads, including pallets, containers, and irregularly shaped objects.
- ▶ Understand the rules and guidelines for operating a forklift in confined spaces and busy work areas.
- ▶ Acquire skills in identifying potential hazards and implementing safety measures to avoid workplace incidents.
- ▶ Comply with relevant regulations and best practices for forklift operations, ensuring a safe and productive work environment.

Who should attend?

Forklift Operators, Warehouse and Logistics Staff, Supervisors and Managers, Health and Safety Officers, Maintenance and Facilities Personnel, and Inventory Control Staff

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play

ISO 9001

ISO 9001: 2015 QMS Understanding

Unlock the power of quality excellence with our ISO 9001:2015 QMS Understanding corporate course! Led by industry experts, this transformative program delves into the heart of ISO 9001:2015, demystifying its principles and practices. Learn to streamline processes, enhance customer satisfaction, and drive continuous improvement. From risk-based thinking to effective audits, our tailored curriculum ensures your team grasps every facet of this internationally recognized standard. Empower your workforce to implement a robust Quality Management System that elevates your organization's reputation and performance.

Learning Objectives

- ▶ Understand the key principles and concepts of Quality Management Systems (QMS) based on ISO 9001:2015.
- ▶ Comprehend the structure and requirements of ISO 9001:2015, including its process-based approach.
- ▶ Learn how to interpret and apply the ISO 9001:2015 standard in various organizational contexts.
- ▶ Gain insights into the benefits of implementing a QMS based on ISO 9001:2015 for business performance and customer satisfaction.
- ▶ Understand the importance of risk-based thinking and its integration into the QMS.
- ▶ Learn about the process of QMS certification and its significance for organizations.
- ▶ Familiarize themselves with auditing principles and practices related to ISO 9001:2015.
- ▶ Be prepared to contribute to the successful implementation and maintenance of a QMS based on ISO 9001:2015 within their organizations.

Who should attend?

Quality Managers and Quality Assurance Personnel, Process Owners and Improvement Teams, Top Management and Executives, Internal Auditors, Compliance Officers, Project Managers, Quality Representatives and Coordinators.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



ISO 9001

ISO 9001: 2015 QMS Implementation

Elevate your organization's success with our ISO 9001:2015 QMS Implementation corporate course! Led by industry experts, this transformative program guides you through the step-by-step process of implementing a robust Quality Management System. From understanding the standard's requirements to tailoring them to your unique business needs, our tailored curriculum ensures seamless integration. Achieve operational excellence, enhance customer satisfaction, and drive continuous improvement. With hands-on training and practical case studies, your team will be empowered to lead the implementation journey with confidence.

Learning Objectives

- ▶ Understand the key principles and requirements of ISO 9001:2015 and its application in their specific organizational context.
- ▶ Learn how to plan and initiate the implementation of a Quality Management System (QMS) based on ISO 9001:2015.
- ▶ Comprehend the steps involved in the documentation and design of QMS processes and procedures.
- ▶ Gain insights into risk-based thinking and how to incorporate it into the QMS implementation.
- ▶ Acquire the skills to effectively communicate and engage stakeholders throughout the QMS implementation process.

Who should attend?

Quality Managers and Quality Assurance Personnel, Process Owners and Improvement Teams, Top Management and Executives, Internal Auditors, Compliance Officers, Project Managers, Quality Representatives and Coordinators.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
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- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play

ISO 9000

ISO 9001: 2015 QMS Auditing

Led by seasoned auditors, this comprehensive program equips your team with the skills to conduct effective QMS audits. From planning and conducting audits to reporting and follow-up, our tailored curriculum ensures your team becomes proficient auditors. Learn to identify opportunities for improvement, strengthen compliance, and drive excellence throughout your organization. With hands-on training and practical simulations, your team will lead QMS audits with confidence. Invest in this transformative course and elevate your organization's quality culture - a key differentiator that sets you apart in today's competitive landscape.

Learning Objectives

- ▶ Comprehend the key concepts and principles of auditing, including roles and responsibilities of auditors.
- ▶ Learn how to plan and prepare for QMS audits, including setting objectives and defining scope.
- ▶ Gain proficiency in conducting QMS audits, including interviewing, evidence collection, and objective assessment.
- ▶ Understand how to identify non-conformities and opportunities for improvement during QMS audits.
- ▶ Learn how to effectively report audit findings and follow-up on corrective actions.
- ▶ Acquire the skills to communicate audit results and recommendations to stakeholders.
- ▶ Familiarize themselves with best practices for auditing and keeping abreast of relevant standards and regulations.

Who should attend?

Internal Auditors, Quality Managers and Quality Assurance Personnel, Process Owners and Improvement Teams, Top Management and Executives, Quality Representatives and Coordinators, Compliance Officers

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
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- ▶ Role Play



45001

ISO 45001: Occupational Health and Safety

The ISO 45001 Lead Implementer course is a comprehensive training program that equips learners with the knowledge and skills necessary to implement and manage an Occupational Health and Safety Management System (OH&S MS) based on ISO 45001. Throughout the course, participants will delve into the requirements of the ISO: 45001, gain insights into the best practices of OH&S, and understand the importance of ensuring employee safety and health.

Learning Objectives

- ▶ Master ISO 45001: Understand the standard's structure, objectives, and legal context.
- ▶ OH&S Fundamentals: Grasp core principles and implement a tailored management system.
- ▶ Leadership & Participation: Develop leadership skills and foster worker involvement.
- ▶ Risk Management: Identify hazards, assess risks, and plan for mitigation and improvement.
- ▶ System Support: Build competencies in resource management, communication, and awareness.
- ▶ Operational Excellence: Implement documentation, control procedures, and emergency preparedness.
- ▶ Continuous Improvement: Monitor performance, conduct audits, and prepare for certification.

Who should attend?

Occupational Health and Safety Officers, Compliance Officers, Risk Assessment Professionals, Human Resources Managers, Quality Assurance Professionals, Operational Managers, Project Managers, Management System Consultants, Corporate Social Responsibility Managers and Internal Auditors and Audit Program Managers

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



ISO 14001

ISO 14001: Environmental Management System

This is a comprehensive introduction to environmental management system standards, designed for anyone planning, implementing, maintaining, supervising or auditing an ISO 14001:2015 environmental management system (EMS). You will learn how an EMS can save an organization money, reduce waste, and win customer confidence.

Learning Objectives

- ▶ Importance and benefits of an ISO 14001:2015 EMS
- ▶ Key requirements, terms and definitions of ISO 14001:2015
- ▶ Structure of ISO 14001:2015 which incorporates the Annex SL common framework for management system standards.
- ▶ Main concepts such as process approach, Plan-Do-Check-Act, lifecycle perspective, aspects and impacts.

Who should attend?

The ISO 14001 course is designed for a range of professionals, including: The Lead Environmental Management System (EMS) auditors, Internal Environmental Management System (EMS) auditors, Personnel responsible for environmental compliance policies.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Occupational Health & Safety (OHS)

Welcome to our comprehensive Occupational Health & Safety (OHS) corporate course – your gateway to a safer workplace! Designed by experts in the field, this engaging program equips your employees with the essential knowledge and skills to prioritize safety, prevent accidents, and foster a culture of well-being within your organization.

From hazard identification and risk assessment to emergency preparedness and compliance, our tailored curriculum ensures a deep understanding of OHS best practices.

Learning Objectives

- ▶ Understand the fundamental principles and importance of workplace health and safety.
- ▶ Identify potential hazards and assess risks within their specific work environments.
- ▶ Implement effective safety measures and protocols to prevent accidents and injuries.
- ▶ Develop a proactive safety mindset and encourage a culture of safety among peers.
- ▶ Comprehend the legal and regulatory requirements related to OHS and ensure compliance

Who should attend?

Employees at all levels, Health and Safety Officers, Human Resources Professionals, Supervisors and Managers, Workplace Safety Committee Members, Maintenance and Facilities personnel.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Water Treatment Chemicals: Application & Handling

This short course equips professionals with a thorough understanding of water treatment chemicals, their functions, and safe handling practices. Participants will learn effective chemical application, safety protocols, regulatory guidelines, and troubleshooting techniques. Practical exercises and case studies enhance expertise in safely managing water treatment chemicals.

Learning Objectives

- ▶ Types of Water Treatment Chemicals: Understand the roles of coagulants, flocculants, disinfectants, and pH adjusters in water treatment.
- ▶ Chemical Application Techniques: Learn efficient chemical dosing methods for optimal water quality.
- ▶ Safe Handling Practices: Know best practices for safely storing, transporting, and handling hazardous chemicals.
- ▶ Regulatory Compliance: Understand regulations for chemical use, storage, and disposal to ensure compliance.
- ▶ Health & Safety Protocols: Explore safety measures like PPE, spill management, and emergency procedures for chemical accidents.
- ▶ Troubleshooting & Problem Solving: Develop skills to diagnose and fix issues like improper chemical dosing and water quality problems.
- ▶ Environmental Considerations: Learn sustainable practices to reduce the environmental impact of water treatment chemicals.
- ▶ Documentation & Reporting: Master accurate record-keeping for chemical use, including logs and safety data sheets (SDS).

Who should attend?

Employees at all levels, Health and Safety Officers, Human Resources Professionals, Supervisors and Managers, Workplace Safety Committee Members, Maintenance and Facilities personnel.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Conflict Resolution and Management Skills (CRMS)

Elevate your team's dynamics with expert guidance on resolving conflicts constructively. Empower your workforce with effective communication, negotiation, and problem-solving techniques. Watch productivity soar as they navigate challenges with confidence and empathy. Harness the power of a harmonious workplace, fostering collaboration and boosting morale. Invest in conflict resolution for lasting organizational success.

Learning Objectives

- ▶ **Effective Communication:** Participants will enhance their communication skills, enabling them to express their thoughts and concerns clearly and actively listen to others, fostering better understanding and empathy.
- ▶ **Conflict Identification and Analysis:** Attendees will learn to recognize and analyze different types of conflicts, understanding the underlying causes and dynamics to address them effectively.
- ▶ **Constructive Conflict Resolution:** Participants will acquire techniques to resolve conflicts in a constructive and collaborative manner, finding mutually beneficial solutions and promoting positive outcomes.
- ▶ **Negotiation Skills:** Attendees will develop negotiation skills to handle conflicting interests and reach compromises that satisfy all parties involved.
- ▶ **Emotional Intelligence:** Participants will cultivate emotional intelligence, managing emotions in conflict situations, and responding with empathy and composure.
- ▶ **Conflict Prevention Strategies:** Attendees will learn proactive approaches to identify and address potential conflicts before they escalate.

Who should attend?

Managers and supervisors, Human resources professionals, Customer Service Representatives, Cross-functional teams, Team leaders, Project Managers, Employees in High-stress roles.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Emotional Intelligence (EI)

This course empowers participants to understand and manage their emotions effectively, fostering stronger interpersonal connections and empathy. By enhancing self-awareness and communication skills, teams can navigate challenges with grace and collaboration. Emotionally intelligent employees are more resilient, adaptable, and capable of maintaining a positive work environment. Join us on this transformative journey, where emotional intelligence becomes the cornerstone of success, propelling your organization to new heights of productivity and fulfillment.

Learning Objectives

- ▶ Develop self-awareness: Understand and recognize their own emotions, triggers, and behavioral patterns.
- ▶ Enhance empathy: Cultivate the ability to empathize with others' emotions and perspectives, fostering stronger interpersonal connections.
- ▶ Manage emotions effectively: Learn strategies to regulate and channel emotions constructively, both in personal and professional settings.
- ▶ Improve communication skills: Acquire techniques to express emotions clearly and listen actively, leading to better understanding and collaboration.
- ▶ Strengthen interpersonal relationships: Build harmonious and supportive relationships with colleagues, clients, and stakeholders.
- ▶ Increase resilience and adaptability: Develop coping mechanisms to handle stress and setbacks with resilience and adaptability.
- ▶ Foster effective leadership: Cultivate emotionally intelligent leadership styles that inspire and motivate teams towards shared goals.
- ▶ Promote a positive work environment: Create a workplace culture that values emotional well-being, resulting in increased job satisfaction and productivity.

Who should attend?

Employees at all levels, Cross-functional teams, New Employees, Existing teams Employees at all levels, Team leaders and managers, Customer-facing personnel, Human resources professionals, Cross-functional teams, Individuals seeking personal growth.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Employee Wellness and Fitness Balance (EWFB)

A healthy and engaged team is the bedrock of business prosperity, and we're here to guide you on this transformative journey. Discover the perfect harmony of physical and mental well-being through personalized fitness plans, mindfulness practices, and expert coaching. Witness enhanced productivity, reduced absenteeism, and elevated job satisfaction. As your trusted partners, we understand the impact of a thriving workforce on your organization's success. Invest in your employees' wellness, and watch your business thrive.

Learning Objectives

- ▶ Understand the importance of employee wellness: Recognize how physical and mental well-being impact job performance, satisfaction, and overall productivity.
- ▶ Assess individual wellness levels: Evaluate their own health and well-being to identify areas for improvement and development.
- ▶ Create personalized fitness plans: Develop tailored fitness routines to improve physical health and energy levels.
- ▶ Practice mindfulness and stress management: Acquire techniques to reduce stress, enhance focus, and promote emotional well-being.
- ▶ Foster work-life balance: Learn strategies to strike a healthy equilibrium between professional and personal life.
- ▶ Promote healthy habits: Encourage the adoption of healthy eating, exercise, and lifestyle choices among employees.
- ▶ Enhance productivity and engagement: Understand how improved wellness translates to increased job satisfaction and motivation.
- ▶ Reduce absenteeism and turnover: Discover the impact of wellness on reducing absenteeism and improving employee retention.

Who should attend?

Managers and supervisors, Human resources professionals, Customer Service Representatives, Cross-functional teams, Team leaders, Project Managers, Employees in High-stress roles.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Performance Improvement in Action (PIC)

Embrace a culture of continuous growth and excellence as we equip your workforce with essential tools to identify performance gaps and implement strategic action plans. With personalized coaching and practical techniques, witness remarkable progress in productivity, efficiency, and overall performance. Elevate your company's success as individuals and teams thrive, achieving extraordinary results. Embrace the power of improvement in action and embark on a transformative journey towards lasting excellence.

Learning Objectives

- ▶ Identify performance gaps: Learn to assess current performance levels and identify areas that need improvement.
- ▶ Set SMART goals: Acquire skills to set Specific, Measurable, Achievable, Relevant, and Time-bound goals for personal and team development.
- ▶ Develop action plans: Create strategic action plans to address performance gaps and achieve desired outcomes effectively.
- ▶ Enhance productivity: Implement techniques to boost individual and team productivity, maximizing efficiency and output.
- ▶ Improve time management: Learn to prioritize tasks and optimize time utilization for increased productivity.
- ▶ Foster effective communication: Enhance communication skills to facilitate better collaboration and understanding among team members.
- ▶ Embrace feedback: Cultivate a culture of constructive feedback to continuously improve performance.

Who should attend?

Employees at all levels, Team leaders and managers, Cross-functional teams, Sales and customer service teams, Employees in need of improvement in performance.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play





Talent Management & Succession Planning (TMSP)


In the fast-paced world of business, cultivating and retaining top talent is paramount to organizational success. This course equips your company with cutting-edge strategies to identify, nurture, and harness the potential of your workforce. Master the art of talent acquisition, development, and succession planning, ensuring a seamless transition of leadership and critical roles. Embrace a culture of excellence, as we empower you to build a strong talent pipeline and future-proof your organization.

Learning Objectives

- ▶ Understand the importance of talent management: Learn why effective talent management is crucial for the organization's long-term success and growth.
- ▶ Identify high-potential employees: Develop the skills to identify employees with the potential to take on critical leadership roles in the future.
- ▶ Nurture and develop talent: Learn strategies to foster the growth and development of identified high-potential employees through training and mentoring.
- ▶ Create effective succession plans: Acquire the knowledge to design and implement succession plans that ensure a smooth transition of leadership and critical roles.
- ▶ Build a talent pipeline: Develop methods to build a strong talent pipeline that meets the organization's current and future needs.
- ▶ Align talent management with business goals: Understand how to align talent management and succession planning with the organization's overall strategic objectives.

Who should attend?

Human Resources professionals, Senior executives and leadership teams, Managers and supervisors, Talent acquisition and recruitment teams, Employees in critical roles.



Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
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- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Team Building and Employee Awareness (TBEA)

Harness the power of collaboration and unity as we guide your team through dynamic exercises and engaging workshops. Discover effective communication strategies, foster a positive work culture, and cultivate a shared sense of purpose. Elevate your organization's performance and productivity with this comprehensive program designed to unleash the full potential of your workforce. Let's embark on a journey of growth and success together!

Learning Objectives

- ▶ Develop effective communication skills to foster better collaboration and understanding within teams.
- ▶ Cultivate a sense of trust and camaraderie among team members to enhance productivity and problem-solving.
- ▶ Identify individual strengths and weaknesses, promoting a supportive environment for personal and professional growth.
- ▶ Gain insights into conflict resolution techniques, ensuring a harmonious and productive work atmosphere.
- ▶ Enhance leadership abilities to inspire and motivate teams towards shared goals.
- ▶ Raise awareness of diversity and inclusion, promoting a respectful and inclusive workplace.
- ▶ Acquire tools to adapt to change and navigate challenges with resilience and adaptability.
- ▶ Build a strong sense of employee engagement, resulting in increased job satisfaction and reduced turnover rates.
- ▶ Boost overall team performance, leading to improved organizational outcomes and success.

Who should attend?

Employees at all levels, Cross-functional teams, New Employees, Existing teams experiencing communication or conflict issues, Managers and supervisors, Human resources personnel.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play





Assessor of Performance (AP)

Tailored to empower professionals, this comprehensive program equips you with the skills to assess and evaluate competencies effectively. From designing assessment tools and conducting fair evaluations to providing constructive feedback, master the art of accurate assessment. Through hands-on exercises and real-world scenarios, enhance your ability to measure performance, identify development opportunities, and contribute to organizational growth.

Learning Objectives

- ▶ **Assessment Design:** Learn to create valid, reliable, and practical assessment tools tailored to specific competencies.
- ▶ **Fair Evaluation Techniques:** Acquire skills to conduct unbiased and standardized assessments, ensuring equitable results.
- ▶ **Observation and Feedback:** Master techniques to observe and provide constructive feedback to enhance individual performance.
- ▶ **Competency Mapping:** Understand the process of mapping competencies to job roles and development plans.
- ▶ **Data Interpretation:** Develop the ability to interpret assessment data to identify strengths, areas for improvement, and growth opportunities.
- ▶ **Effective Communication:** Enhance communication skills to provide clear and actionable feedback to individuals and teams.
- ▶ **Ethical Assessment Practices:** Explore ethical considerations in assessment, ensuring fairness and confidentiality.
- ▶ **Assessment Validation:** Learn methods to validate assessment tools, ensuring their accuracy and reliability.

Who should attend?

Human Resources Professionals, Training and Development Officers, Managers and Supervisors, Quality Assurance Personnel, Education and Training Providers, Coaches and Mentors, Career Counsellors.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Corporate Supervisory Skills (CSS)

Elevate your leadership journey with our “Corporate Supervisory Skills” course. Designed for emerging and experienced supervisors alike, this transformative program equips you with the essential tools to lead, inspire, and guide your teams to exceptional performance. Through interactive modules and real-world scenarios, master communication, delegation, conflict resolution, and team empowerment. Unleash your supervisory potential and foster a collaborative, motivated work environment.

Learning Objectives

- ▶ **Effective Communication:** Enhance your communication prowess to convey instructions, expectations, and feedback clearly and confidently.
- ▶ **Team Leadership:** Develop strategies to inspire, motivate, and lead teams toward achieving collective goals and optimal performance.
- ▶ **Conflict Resolution:** Acquire techniques to address and manage conflicts constructively, fostering a harmonious work environment.
- ▶ **Delegation Mastery:** Learn to delegate tasks efficiently, balancing workload and empowering team members for enhanced productivity.
- ▶ **Performance Management:** Develop skills to set goals, provide constructive feedback, and evaluate employee performance effectively.
- ▶ **Time and Priority Management:** Master techniques to manage time, prioritize tasks, and optimize productivity for yourself and your team.
- ▶ **Adaptability and Change:** Equip yourself to navigate organizational changes and guide teams through transitions seamlessly.

Who should attend?

New Supervisors, Experienced Supervisors, Aspiring Managers, Team Leaders, Department Heads, Project Managers, Change Management Teams

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Developing & Leading High Performance Teams (DLHPT)

Designed to empower leaders, this comprehensive program equips you with the skills to create, nurture, and guide teams towards peak performance. From fostering collaboration and effective communication to setting clear goals and managing conflicts, master the art of team dynamics. Through interactive exercises and real-world scenarios, elevate your leadership prowess to inspire innovation, motivation, and success. Join us to cultivate high-performance cultures, driving exceptional outcomes and achieving new heights of collective achievement in today's competitive business landscape.

Learning Objectives

- ▶ **Team Dynamics Mastery:** Understand the intricacies of team composition, roles, and interactions for optimal collaboration.
- ▶ **Effective Communication:** Develop advanced communication skills to foster clarity, transparency, and alignment within teams.
- ▶ **Goal Setting and Alignment:** Learn techniques to set clear goals, aligning team efforts with organizational objectives.
- ▶ **Motivation and Engagement:** Acquire strategies to inspire and engage team members, driving commitment and enthusiasm.
- ▶ **Conflict Resolution:** Master conflict management techniques to address differences constructively and maintain team harmony.
- ▶ **Decision-Making Excellence:** Develop skills to facilitate consensus-driven decision-making processes that enhance team ownership.
- ▶ **Empowerment and Delegation:** Learn to delegate effectively, empowering team members and fostering a sense of ownership.
- ▶ **Performance Evaluation:** Acquire tools for fair and comprehensive performance assessment and feedback.

Who should attend?

Team Leaders and Managers, Supervisors, Project Managers, Department Heads, Human Resources Professionals, Cross-Functional Leaders

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Effective Customer Care (ECC)

Designed to empower professionals across sectors, this program equips you with essential skills for delivering exceptional service. Explore active listening, problem-solving, empathy, and clear communication to handle diverse customer scenarios. Through immersive simulations and practical exercises, refine your ability to manage inquiries, resolve issues, and foster lasting customer relationships.

Learning Objectives

- ▶ **Customer-Centric Mindset:** Develop an understanding of customer needs, ensuring a proactive and empathetic approach to interactions.
- ▶ **Active Listening Skills:** Hone your ability to listen attentively, grasp customer concerns, and provide personalized solutions.
- ▶ **Effective Communication:** Learn to communicate clearly and professionally, adapting your style to engage and assist customers.
- ▶ **Problem-Solving Proficiency:** Acquire techniques to analyze situations, address issues, and resolve customer challenges efficiently.
- ▶ **Empathy and Emotional Intelligence:** Cultivate emotional intelligence to connect authentically with customers and navigate sensitive situations.
- ▶ **Handling Difficult Customers:** Master strategies to manage challenging interactions, defusing tension and achieving positive outcomes.
- ▶ **Product and Service Knowledge:** Deepen your understanding of offerings, enabling you to provide accurate information and guidance.
- ▶ **Time Management:** Develop skills to prioritize and manage customer inquiries effectively, ensuring timely and satisfactory responses.

Who should attend?

Customer Service Representatives, Frontline Staff, Call Centre Agents, Sales and Marketing Professionals, Supervisors and Team Leaders, Managers, Hospitality and Retail Staff.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Effective Enterprise Risk Management (EERM)

Navigate uncertainty with confidence through our “Effective Enterprise Risk Management” course. Designed for modern businesses, this transformative program equips you with the strategies and tools needed to identify, assess, and mitigate risks proactively. Explore real-world case studies and industry best practices, honing your skills to safeguard assets, ensure compliance, and seize opportunities in dynamic markets. Elevate your risk management prowess and fortify your organization’s resilience.

Learning Objectives

- ▶ Risk Identification: Develop the ability to identify and categorize potential risks across diverse business functions and operational areas.
- ▶ Risk Assessment: Learn systematic methods to evaluate the impact and likelihood of identified risks, enabling informed decision-making.
- ▶ Risk Mitigation Strategies: Acquire a toolkit of strategies to proactively mitigate and manage risks, ensuring business continuity and stability.
- ▶ Compliance Excellence: Understand regulatory frameworks and industry standards, ensuring adherence and minimizing legal and reputational risks.
- ▶ Risk Monitoring and Reporting: Master techniques for continuous risk monitoring and effective reporting to support timely interventions.
- ▶ Data-Driven Insights: Harness data analytics to anticipate emerging risks and trends, enhancing your risk management foresight.
- ▶ Crisis Response Preparedness: Develop robust crisis management plans to navigate unexpected challenges and minimize potential damage.

Who should attend?

Senior Executives, Risk Managers, Project Managers, Compliance Officers, Finance Professionals

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Finance For Non-Finance Managers (FNFM)

Unravel the complexities of financial jargon and concepts, empowering you to navigate fiscal landscapes with finesse. This engaging program equips you with the acumen to interpret financial statements, analyse budgets, and drive informed decisions. Join us to amplify your business insight and elevate your strategic prowess. Embark on this transformative learning journey today to harness the true potential of financial understanding.

Learning Objectives

- ▶ Decode Financial Language: Grasp fundamental financial terminology and concepts, enabling effective communication with finance teams.
- ▶ Master Financial Statements: Analyse balance sheets, income statements, and cash flow statements to gain insights into company performance and health.
- ▶ Budgeting and Planning: Develop skills to create, interpret, and manage budgets, enhancing your ability to contribute to strategic decision-making.
- ▶ Capital Investment Awareness: Understand capital expenditure evaluation and investment metrics to assess project viability and maximize returns.
- ▶ Risk Management: Navigate financial risks by identifying, assessing, and mitigating potential challenges that impact business stability.
- ▶ Performance Metrics: Interpret key performance indicators (KPIs) to gauge operational efficiency and align with organizational goals.
- ▶ Financial Decision Empowerment: Gain confidence in making informed financial decisions that positively influence your department's and company's success

Who should attend?

Managers and Executives, Department Heads, Project Managers, Sales and Marketing Teams, Human Resources Personnel, Administrative Staff

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Labour Management and Employee Relations (LMER)

Create a harmonious workplace with our “Labour Management and Employee Relations” course. Designed to cultivate a productive environment, this comprehensive program equips you with essential skills for effective employee engagement, conflict resolution, and strategic labour management. Navigate complex workplace dynamics through real-world scenarios and proven strategies, fostering collaborative relationships between management and staff. Elevate your leadership toolkit and create a workplace culture that empowers both individuals and the organization.

Learning Objectives

- ▶ Conflict Resolution: Acquire techniques to handle conflicts constructively, fostering a harmonious and productive work environment.
- ▶ Employee Engagement: Learn strategies to enhance employee motivation, job satisfaction, and overall engagement levels.
- ▶ Effective Communication: Develop communication skills to facilitate transparent and open dialogue between management and employees.
- ▶ Labor Laws and Regulations: Gain insights into labour laws and regulations, ensuring compliance and preventing potential disputes.
- ▶ Negotiation Skills: Master negotiation techniques for fair and mutually beneficial outcomes during labour discussions and agreements.
- ▶ Performance Management: Learn to provide constructive feedback, set performance expectations, and drive continuous improvement.
- ▶ Diversity and Inclusion: Understand the importance of diversity and inclusion, promoting an inclusive workplace culture.

Who should attend?

Human Resources Professionals, Managers and Supervisors, Labour Relations Specialists, Legal and Compliance Officers, Executive Leaders, Business owners

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Leadership & Strategy Management Skills (LSM)

Create a harmonious workplace with our “Labour Management and Employee Relations” course. Designed to cultivate a productive environment, this comprehensive program equips you with essential skills for effective employee engagement, conflict resolution, and strategic labour management. Navigate complex workplace dynamics through real-world scenarios and proven strategies, fostering collaborative relationships between management and staff. Elevate your leadership toolkit and create a workplace culture that empowers both individuals and the organization.

Learning Objectives

- ▶ Strategic Thinking: Develop the ability to analyse complex situations, make informed decisions, and align actions with overarching organizational goals.
- ▶ Effective Communication: Hone communication skills to articulate visions, delegate tasks, and foster collaboration across diverse teams.
- ▶ Change Management: Learn to lead and adapt through organizational changes, driving successful transitions and minimizing resistance.
- ▶ Team Empowerment: Acquire techniques to inspire, motivate, and empower teams to achieve high performance and exceed expectations.
- ▶ Innovative Problem-Solving: Cultivate creative approaches to problem-solving, fostering agility and resilience in dynamic environments.
- ▶ Decision-making Proficiency: Enhance decision-making skills by evaluating risks, opportunities, and potential outcomes comprehensively.
- ▶ Strategic Planning: Develop strategies for effective resource allocation, goal setting, and long-term organizational success.
- ▶ Conflict Resolution: Master techniques to handle conflicts constructively, fostering positive outcomes and maintaining team cohesion.

Who should attend?

Executives and Senior Managers, Department Heads, Project Managers, Human Resources Officers, Business Development Managers, Change Management Teams

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play





Microsoft Excel (Level 1 to 3) (MXL1-3)

Designed for beginners and advanced users alike, this transformative program guides you through Excel's functionalities, from fundamental spreadsheet creation to advanced data visualization and automation. Gain proficiency in formulas, functions, pivot tables, macros, and more, enhancing your efficiency and decision-making prowess. Elevate your Excel skills to expert levels, enabling you to streamline processes and extract valuable insights.

Learning Objectives

- ▶ Basic Navigation: Navigate Excel's interface with ease, including cells, rows, columns, and sheets.
- ▶ Data Entry and Formatting: Enter and format data, enhancing readability and visual appeal.
- ▶ Basic Formulas and Functions: Learn essential formulas and functions for calculations and data analysis.
- ▶ Cell References: Understand relative, absolute, and mixed cell references to optimize formula efficiency.
- ▶ Charts and Graphs: Create basic charts and graphs to visualize data trends and patterns.
- ▶ Advanced Functions: Master advanced functions like VLOOKUP, HLOOKUP, IF, COUNTIF, and SUMIF for data manipulation.
- ▶ Data Validation: Implement data validation techniques to ensure accurate and consistent data entry.
- ▶ Pivot Tables: Create and customize pivot tables to summarize and analyze large datasets efficiently.
- ▶ Data Sorting and Filtering: Sort and filter data for quick analysis and data extraction.
- ▶ Conditional Formatting: Apply formatting rules based on data conditions, enhancing data visualization.

Who should attend?

Beginners and Intermediate Users, Administrative Professionals, Finance and Accounting Professionals, Project Managers, Data Analysts, Operations Managers

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Project Management Skills (PMS)

Designed to empower professionals across industries, this program equips you with the essential tools to initiate, plan, execute, and monitor projects with precision. Dive into project scope, scheduling, risk management, and communication strategies, ensuring successful outcomes. Through real-world simulations and hands-on exercises, master the art of team coordination, resource allocation, and stakeholder engagement. Elevate your project management prowess and deliver results that surpass expectations.

Learning Objectives

- ▶ **Project Initiation:** Learn to define project objectives, scope, and stakeholders, setting the foundation for successful execution.
- ▶ **Effective Planning:** Develop comprehensive project plans encompassing tasks, timelines, resources, and budgets.
- ▶ **Risk Management:** Acquire techniques to identify, assess, and mitigate potential risks that may impact project outcomes.
- ▶ **Communication Excellence:** Enhance communication strategies to engage stakeholders, ensure transparency, and manage expectations.
- ▶ **Team Coordination:** Master team leadership and collaboration, optimizing performance through effective motivation and delegation.
- ▶ **Quality Assurance:** Understand quality management principles, ensuring deliverables meet or exceed established standards.
- ▶ **Budget and Resource Management:** Gain skills to allocate resources efficiently and manage project finances effectively.
- ▶ **Progress Monitoring:** Learn to track project progress, identify deviations, and implement corrective actions as needed.
- ▶ **Change and Scope Management:** Develop strategies to handle changes to project scope, balancing flexibility and control.
- ▶ **Project Closure:** Acquire techniques to close projects successfully, including evaluation, documentation, and stakeholder communication.

Who should attend?

Project Coordinators, Team Leaders, Department Heads, Managers, Operations Managers, Business Analysts

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Coaching & Mentoring Skills (CMS)

Through our transformative Coaching & Mentoring Skills corporate course you can realise your team's true potential. Empower your leaders to inspire, motivate, and develop top-performing individuals. Our expert-led program fosters a culture of continuous growth, enhancing communication, problem-solving, and goal achievement. Harness the power of effective coaching and mentoring techniques to drive remarkable results.

Learning Objectives

- ▶ Understand the core principles of coaching and mentoring and their distinct roles in professional development.
- ▶ Develop active listening and effective communication skills to foster strong mentor-mentee relationships.
- ▶ Learn goal-setting techniques and how to create actionable plans for individual and team growth.
- ▶ Master problem-solving strategies to address challenges and encourage innovative thinking.
- ▶ Cultivate emotional intelligence to empathize, motivate, and inspire team members.
- ▶ Enhance leadership abilities by empowering and guiding others towards success.
- ▶ Implement best practices for creating a supportive and inclusive learning environment.
- ▶ Apply coaching and mentoring skills to drive lasting positive change within their organization.

Who should attend?

Managers and Team Leaders, Human Resources Professionals, High-Potential Employees, Executives and Senior Leaders, Employees Seeking Personal Growth, and anyone involved in talent development or employee training.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Moderator

In this comprehensive program, trainers will acquire the skills and knowledge necessary to effectively moderate assessments. The course covers selecting appropriate moderation tools for diverse candidate groups, developing and refining these tools to ensure alignment with assessment standards, and critically evaluating their validity and reliability. Through this process, trainers will gain the confidence to deliver high-quality, consistent moderations.

Learning Objectives

- ▶ Demonstrate understanding of moderation.
- ▶ Plan and prepare for moderation.
- ▶ Conduct moderation.
- ▶ Advise and support Assessors.
- ▶ Report, record and administer moderation.
- ▶ Review moderation systems and processes.

Who should attend?

Managers, Trainers, Human Resource Managers, Assessment Designers, Facilitators, Coaches, Workplace Assessors.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play





Train The Trainer (TT)

This dynamic program is designed to empower your trainers with the essential skills and strategies needed to deliver compelling and impactful training sessions. Through expert-led sessions, interactive workshops, and hands-on practice, your trainers will gain the confidence and expertise to engage, inspire, and unleash the full potential of your workforce. Get ready to elevate your training initiatives and create a culture of excellence within your organization.

Learning Objectives

- ▶ Master Effective Facilitation: Develop the ability to facilitate engaging and interactive training sessions that cater to diverse learning styles.
- ▶ Design Compelling Training Content: Learn how to create well-structured, relevant, and impactful training materials that drive knowledge retention and skill development.
- ▶ Enhance Communication Skills: Improve verbal and non-verbal communication to deliver information clearly and connect with trainees effectively.
- ▶ Utilize Training Tools and Technology: Familiarize with cutting-edge training tools and technology to enhance training delivery and engagement.
- ▶ Adapt Training to Learner Needs: Understand how to tailor training content to meet the specific needs and goals of individual learners.
- ▶ Receive Constructive Feedback: Encourage a culture of continuous improvement by accepting and implementing feedback to refine training delivery.
- ▶ Handle Challenging Situations: Develop strategies to address challenging situations, questions, and conflicts during training sessions.
- ▶ Evaluate Training Effectiveness: Learn how to assess the impact of training and use feedback to make data-driven improvements.

Who should attend?

Managers and Team Leaders, Human Resources Professionals, High-Potential Employees, Executives and Senior Leaders, Employees Seeking Personal Growth, and anyone involved in talent development or employee training.

Modes of delivery:

The module shall be delivered by way of:

- ▶ Lectures
- ▶ Demonstrations
- ▶ Video
- ▶ Group presentations
- ▶ Case studies
- ▶ Assignments & Tests
- ▶ Role Play



Improve your Employees' Skills and Performance with Our Corporate Training

Are you looking to improve your employees' skills and performance? Do you want to give them the skills they need to succeed in today's competitive workplace?

If so, then you need to invest in corporate training. Corporate training can help your employees learn new skills, improve their existing skills, and develop the knowledge they need to be successful.

We offer a wide range of corporate training programs, including:

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- Employee Productivity Programmes
- Personal/Organisational Effectiveness
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Our corporate training programs are delivered by experienced trainers who are experts in their field. We use a variety of teaching methods to ensure that your employees learn effectively.

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