

Effective Personal Goal-Setting Training

| Date | Time | Duration | Venue | CPD | Cost (Excl. VAT)PP |
|---------------|------------------|-----------|--------------------|-----|--------------------|
| 5th Feb, 2022 | 8:30 AM-11:30 AM | 3 Hour(s) | Zoom Webinar, Zoom | 1 | 1,000.00 |

Course Overview

Many people feel as if they're adrift in the world. They work hard, but they don't seem to get anywhere worthwhile. A key reason that they feel this way is that they haven't spent enough time thinking about what they want from life, and haven't set themselves formal goals. After all, would you set out on a major journey with no real idea of your destination? Probably not! Goal setting is a powerful process for thinking about your ideal future, and for motivating yourself to turn your visio

Course Objectives

By the end of this program, participants will be able to;

- Introduction and Importance
- Types of Goals
- Working on goal setting
- Goal Setting - Action
- Achieving your Goal
- Goal setting - case study
- Personal Goal Setting - Q&A, Worksheets

Target Groups

This training is suitable to a wide range of professionals but will greatly benefit;

- Managers and supervisors responsible for team performance.
- Business leaders seeking to enhance organizational effectiveness.

Video Link(s)

| Module Title | Video Link |
|--------------|------------|
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CHRP. Den PN Gathitu
Secretary General
Academy of Certified Human Resource Professionals

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| To: | PROFORMA INVOICE | DATE: 25:01:2026 |
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| QTY | DESCRIPTION | NET (KES) | VAT (KES) | GROSS (KES) |
|----------------------------------|--|-----------|-----------|-----------------|
| 1 | Effective Personal Goal-Setting | 1,000.00 | 0.00 | 1,000.00 |
| GROSS (KES): One Thousand | | | | 1,000.00 |

| PARTICIPANT(S) DETAILS | | | |
|------------------------|------|---------------|-----------|
| NO. | NAME | EMAIL ADDRESS | TELEPHONE |
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| PAYMENT DETAILS | | |
|---|---|---------------------------|
| M-PESA Pay Bill No: 247247 Account No.: 300245 Amount: KES 1,000.00 | | |
| BANK NAME | ACCOUNT NAME | ACCOUNT NUMBER |
| Equity Bank | Academy of Certified Human Resource Professionals Ltd | 1 2 9 0 2 7 1 2 4 5 7 5 3 |
| Bank Branch: Kenyatta Avenue | Branch Code: 129 | Swift Code: EQBLKENA |

| FUNDING CONFIRMATION / TAX DETAILS | |
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| I, the undersigned, confirm that funds are available for the above training. | |
| Name of Organization: | |
| Org. KRA PIN: Org. Mobile No.: | |
| Confirmed By: Position: | |
| Signature: Date & Stamp: | |

| NOTE THAT: | |
|--|--|
| 1. Only those Delegates whose fees have been paid in full will be allowed to the event | |
| 2. Send a scanned copy of the duly completed Nomination Form to admin@achrp.org | |
| The above training Cost does not include Transport & Accommodation | |