

2021 TRAINING CALENDAR

S/NO.	COURSE TITLE	DATE	DURATION	VENUE	COST	CPD
1	Basic Leadership Skills - Module I	13:02:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
2	Basic Leadership Skills - Module II	20:02:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
3	Advanced Leadership Skills - Module I	27:02:2021	3 Hour(s) Hour(s)	Zoom	2,000	1
4	Advanced Leadership Skills - Module II	06:03:2021	3 Hour(s) Hour(s)	Zoom	2,000	1
5	Advanced Leadership Skills - Module III	13:03:2021	3 Hour(s) Hour(s)	Zoom	2,000	1
6	Manpower Planning	06:04:2021	2 Day(s) Day(s)	Zoom	2,000	2
7	Employee Onboarding	08:04:2021	2 Day(s) Day(s)	Zoom	2,000	2
8	Performance Appraisals - Module I	17:04:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
9	Performance Appraisals - Module II	24:04:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
10	Constructive Feedback	04:05:2021	2 Day(s) Day(s)	Zoom	2,000	2
11	Work-Life Balance	06:05:2021	2 Day(s) Day(s)	Zoom	2,000	2
12	Training Needs Analysis (TNA)	10:05:2021	2 Day(s) Day(s)	Zoom	2,000	2
13	Delegation Skills - Module I	22:05:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
14	Delegation Skills - Module II	05:06:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
15	Collaborative Management	10:06:2021	2 Day(s) Day(s)	Zoom	2,000	2
16	Building Influence - How to Influence People	15:06:2021	2 Day(s) Day(s)	Zoom	2,000	2
17	Performance Management	17:06:2021	2 Day(s) Day(s)	Zoom	2,000	2
18	Target Orientation (The Bull's Eye) - Module I	19:06:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
19	Target Orientation (The Bull's Eye) - Module II	26:06:2021	3 Hour(s) Hour(s)	Zoom	1,000	1
20	Conflict Management	06:07:2021	2 Day(s) Day(s)	Zoom	2,000	2
21	Grievance, Discipline & Dismissals Management	08:07:2021	2 Day(s) Day(s)	Zoom	2,000	2
22	Coaching & Mentoring Skills	03:08:2021	2 Day(s) Day(s)	Zoom	2,000	2
23	HR Consulting	05:08:2021	2 Day(s) Day(s)	Zoom	2,000	2
24	Crisis Management	21:08:2021	4 Hour(s) Hour(s)	Zoom	2,000	1
25	Managing Organizational Change	28:08:2021	4 Hour(s) Hour(s)	Zoom	1,000	1
26	Effective Problem Solving Skills	14:09:2021	2 Day(s) Day(s)	Zoom	2,000	2

27	Root Cause Analysis	16:09:2021	2 Day(s) Day(s)	Zoom	2,000	2
28	SWOT Analysis for Organizational Success	25:10:2021	2 Day(s) Day(s)	Zoom	2,000	2
29	Improving Employee Performance	27:10:2021	2 Day(s) Day(s)	Zoom	2,000	2
30	Management By Objectives (MBO)	08:11:2021	3 Day(s) Day(s)	Zoom	3,000	3
31	Counseling & Coaching Skills	26:11:2021	3 Day(s) Day(s)	Zoom	3,000	3
32	Effective Persuasion Skills	28:12:2021	2 Day(s) Day(s)	Zoom	2,000	2
33	Successful Negotiation Skills	30:12:2021	2 Day(s) Day(s)	Zoom	2,000	2

THE COSTS INDICATED ARE NOT INCLUSIVE OF; VAT, TRANSPORT AND ACCOMMODATION