

SN	PROGRAM	FEES (N)	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>DIGITAL SKILLS &amp; ICT</b>													
1	Mastering Digital Marketing For Business	60,000		6 - 7	12 - 13	11 - 12	12 - 13	13 - 14	10 - 11	11 - 12	10 - 11	14 - 15	7 - 8
2	Digital Marketing For Entrepreneur(100% Practicals)	25,000		21st		26th		28th		29th		30th	
3	Digital Leadership Strategy For Top Executive	50,000			10th		27th		25TH		28th		15TH
4	Mastering Microsoft Excel (Intermediate & Expert)	50,000		23 - 25		25 - 27		20 - 22		28 - 30		23 - 25	
5	Mastering Microsoft PowerPoint	40,000			3 - 4		8 - 9		8 - 9		26 - 27		18 - 19
<b>STRATEGY, MARKETING &amp; SALES</b>													
6	Business Strategy Development (The Master Game Plan)	90,000		22 - 24		8 - 10		10 - 12		13 - 15		20 - 22	
7	Planning and Executing Marketing & Sales Strategies	90,000		8 - 10	5 - 7		14 - 16		14 - 16		18 - 20		11 - 13
8	Prospecting, Lead Generation and Winning New Business	30,000			21st		21st		30th		9th		6th
9	Smart Sales - Selling Like a Pro	50,000				16 - 17		6 - 7		5 - 6		23 - 24	
8	Professional Selling Skills (PSS) and Marketing Strategy	60,000						On - Demand					
<b>LEADERSHIP, MANAGEMENT &amp; HR</b>													
10	Managing HR Functions & Metric	90,000		29 - 31		22 - 24		24 - 26		20 - 22		27 - 29	
11	Performance Management For Managers & Supervisors	60,000		13 - 14	24 - 25		19 - 20		17 - 18		12 - 13		18 - 19
12	Business Manager Pro - Become an Even Better Manager	60,000		13 - 14		25 - 26		17 - 18		18 - 19		30 - 1	
16	Effective Supervisory Management Skills	60,000						On-Demand					
<b>ADMINISTRATIVE AND WORKPLACE ESSENTIALS</b>													
13	Administrative Support & Office Procedures	60,000		16 - 17		18 - 19		31 - 1		7 - 8		16 - 17	
14	Executive Program for Corporate Secretaries and Administrative Heads	60,000			19 - 20		22 - 23		28 - 29		16 - 17		5 - 6
9	Customer Service – Exceeding Expectation	40,000						on - Demand					
11	Developing Excellent Organizational Skill	60,000						on - Demand					
<b>OPERATION, FINANCE, ACCOUNT</b>													
15	Supply Chain and Procurement Management	90,000		15 - 17		29 - 31		19 - 21		27 - 29		6 - 8	
16	Retail Business Management & Promotion	90,000			26 - 28		28 - 30		21 - 23		23 - 25		14 - 16
22	Budget and Financial Reports Mastering Class	90,000						On Demand					
24	Risk Assessment and Management	60,000						On Demand					
<b>PERSONAL DEVELOPMENT &amp; EFFECTIVENESS</b>													
17	Business Writing - High Impact Business Communication	60,000		23 - 24		4 - 5		27 - 28		25 - 26		9 - 10	
18	Business Communication – Influencing and Negotiation	60,000			27 - 28		8 - 9		24 - 25		30 - 31		20 - 21
27	Public Speaking & Presentation Skills	60,000		27 - 28			6 - 7			28 - 29			
28	Work-Life Balance and Stress Management	60,000						On - Demand					
<b>SCHOOL OF ENTREPRENEURSHIP</b>													
19	Activating Entrepreneurship – Getting Started	25,000		28 - 31			20 - 23			26 - 29			18 - 22
20	Career Transition and Planning For Retirement	25,000			8th			22nd			12th		