



Hammersmith PD Training Catalogue

*Strategic Learning Led by Former Harvard
Faculty and Global Experts*

**HAMMERSMITH PROFESSIONAL
DEVELOPMENT**



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**HAMMERSMITH
PROFESSIONAL
DEVELOPMENT**

INTRODUCTION

Empowering Individuals
Through Innovative
Training & Consulting

About us.

Hammersmith Professional Development (HPD) delivers expert-led training in leadership, management, and professional skills. Our British trainers bring real-world experience to every session—empowering individuals and organisations through tailored, impactful learning.

Why Choose Us?

- British trainers with real industry expertise
- Practical, results-driven training
- Tailored programmes for your team's needs
- Professional, engaging learning experience



Practical Approach

We focus on real-world application, not just theory. Our sessions equip participants with tools they can use immediately in their roles.



More growth

We empower individuals and teams to grow with confidence and clarity. Our training drives improvement in skills, performance, and leadership potential.



Tailored Courses

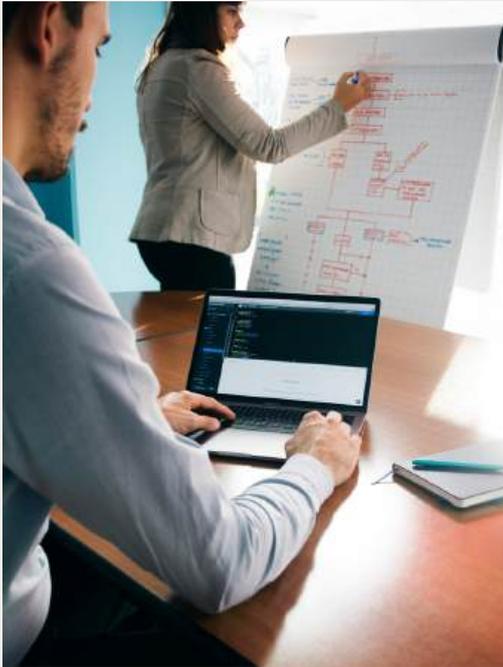
Every course is designed around your organisation's goals and challenges. We customise content, delivery style, and case studies to meet your team's unique needs.



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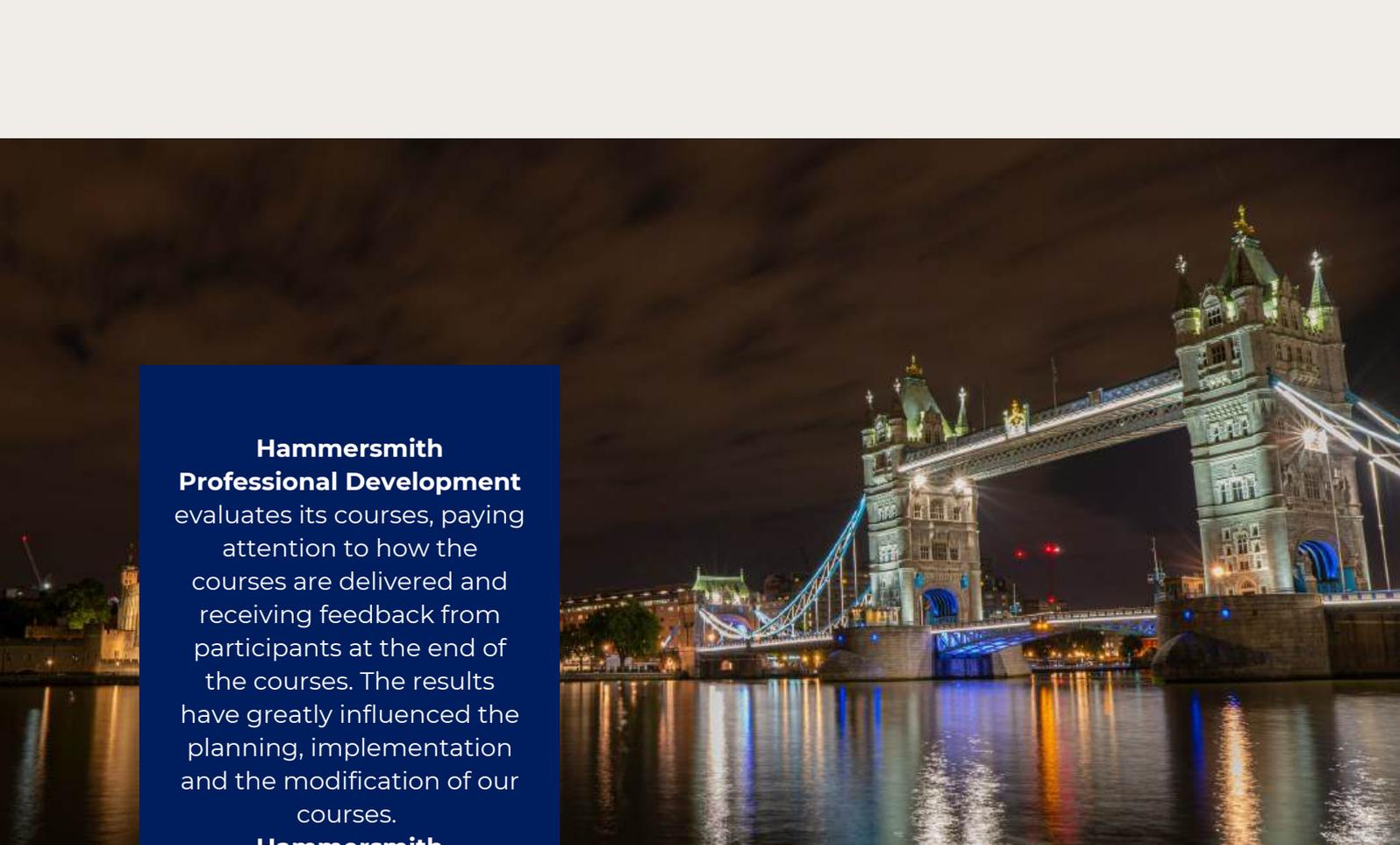


OUR APPROACH

Holistic way

We use the holistic approach in designing and delivering training solutions, based on the outcomes of researches into trends in organisational and environmental developments, the outcomes of the evaluation of our deliveries and participants' feedback. This has made the courses to be innovative, practical-oriented and solutions to problems surrounding every aspect of personal and organisational development. It has also led to the revision of our courses, following which many have been enriched the more, with new ones added in 2025.

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Hammersmith Professional Development evaluates its courses, paying attention to how the courses are delivered and receiving feedback from participants at the end of the courses. The results have greatly influenced the planning, implementation and the modification of our courses.

Hammersmith Professional Development has some hotels at different training locations which offer discount to our delegates. Such arrangements can be made on request from delegates ahead of the training. This will afford participants the opportunity of enjoying corporate/ discounted rates with reputable hotels.

The Outcome

Testimonies abound of how the attendance of our courses has afforded individuals and organisations the opportunity to achieve and maintain increased sustainable performance. Senior Management Staff of different organisations who are HPD alumni have realized their potentials as a result of attending the courses. These courses have provided our participants platforms for meeting and networking and exchanging ideas with other participants from different backgrounds and cultures coming from different organisations, countries and continents. Our alumni have had their horizons expanded, contacts increased and experiences broadened. They have therefore, applied the newly acquired knowledge, skills and attitudes in their organisations. Consequently, the work places of sponsoring organisations have had re-orientations reflecting modernization and globalization. Certainly, organisations sponsoring their staff to our courses will reap maximum value for their money





London

A leading global city, London is the capital of England and the United Kingdom. It is the world's cultural centre and the most visited city in the world.

London has some special attractive features that have made it to positively influence multi-sectoral developments and enhance learning during courses. It is a major centre of higher education, accommodating 43 Universities, some of which are world renowned; one of the world's leading financial centres, accommodating 480 overseas banks; a major retail centre having the highest non-food retail sales more than any city in the world; Europe's city of the future; and a popular centre for tourism, with the most extensive transport network and largest airport system in the world that attracts 16 million tourists/visitors yearly with the most extensive transport network in the world.



Dubai

Dubai is the headquarters of the Emirate of Dubai, the most populous and second largest of the seven Emirates of the United Arab Emirates, located on the Eastern Coast of the Arabian Peninsula and in the South Western corner of the Arabian Gulf.

Being a global cosmopolitan and metropolitan city, Dubai facilitates the simultaneous attainment of multiple goals of human capital development, tourism, shopping, and business development by people attending courses there. Dubai is one of the best places to live in the Middle East and one of the fastest growing economies of the world. This city has several attractions, prominent amongst which are the world's tallest building, the world's highest observatory, the World's only 7-Star hotel, a miracle garden having 45 million flowers—the largest in the world and one of the busiest airports in the world.



Houston (Texas)

The city houses the headquarters of many Fortune 500 companies. It is the first in export business, international waterborne tonnage handled and second in total cargo tonnage in the United States of America.

It is a multi-cultural centre with many cultural institutions, exhibitions, and celebrations. These have made Houston to attract over 7 million visitors annually. It has a good integrated transport system made up of good networks of roads, rail and air transport systems. The city has three airports, two of which render commercial services. One of the two commercial airports is the George Bush International Airport known to be among the 10 busiest in terms of total passenger number, the 4th in terms of non-stop domestic and international destinations with 182 destinations and a model 'port of entry' for international travellers in the USA.



Miami

Miami, officially the City of Miami, is an American city that is the seat of Miami-Dade County, and is the cultural, economic and financial center of South Florida.

Miami is a major center and leader in finance, commerce, culture, media, entertainment, the arts, and international trade. The metro area is by far the largest urban economy in Florida and the 12th largest in the United States, with a GDP of \$344.9 billion as of 2017. In 2019, Miami ranked seventh in the United States and 31st among global cities in terms of business activity, human capital, information exchange, cultural experience, and political engagement. Greater Downtown Miami has one of the largest concentrations of international banks in the United States, and is home to many large national and international companies. Downtown Miami is Florida's largest and most influential central business district.



Istanbul

Istanbul, Turkish İstanbul, formerly Constantinople, ancient Byzantium, largest city and principal seaport of Turkey is the most populous city in Europe with more than 14 million people, Istanbul forms the financial and cultural center of Turkey and confidently straddles the borders between Asia and Europe.

It is a very large city of fantastic history, culture and beauty. İstanbul, the bustling metropolis of Türkiye, is a city full of charm, where the past goes hand in hand with the present and every step brings to light a relic of times gone by with its beautiful historic landmarks, quintessential cuisine, vibrant nightlife, festivals of art and music, celebration of faith, labyrinths of marketplaces and shopping arcades, the beating heart of İstanbul, and the soul of Bosphorus under the watchful eye of the Maiden's Tower is a traveller's dream. Istanbul is Turkey's largest port and the hub of its industry.



Paris

Paris is the capital and most populous city of France, with an estimated population of 2,165,423 residents in 2019 in an area of more than 105 km² (41 sq mi), making it the 34th most densely populated city in the world in 2020.

It has been one of the world's major centres of finance, diplomacy, commerce, fashion, gastronomy, science, arts, and has sometimes been referred to as the capital of the world or "the City of Light. Paris, France's capital. Beyond such landmarks as the Eiffel Tower and the 12th-century, Gothic Notre-Dame cathedral, the city is known for its cafe culture and designer boutiques along the Rue du Faubourg Saint-Honoré. The Paris Region had a GDP of €739 billion (\$743 billion) in 2019, which is the highest in Europe. According to the Economist Intelligence Unit Worldwide Cost of Living Survey, in 2021, Paris was the city with the second-highest cost of living in the world, tied with Singapore, and after Tel Aviv.



Geneva

Geneva is the second-most populous city in Switzerland (after Zürich) and the most populous city of Romandy. The city of Geneva (ville de Genève) had a population 201,1018 in 2019 (July. estimate). Geneva is a city in Switzerland that lies at the southern tip of expansive Lac Léman (Lake Geneva). Surrounded by the Alps and Jura mountains, the city has views of dramatic Mont Blanc. It is a global city, a financial centre, and a worldwide centre for diplomacy due to the presence of numerous international organizations, including the headquarters of many agencies of the United Nations and the Red Cross. Geneva hosts the highest number of international organizations in the world. It is also where the Geneva Conventions were signed, which chiefly concern the treatment of wartime non-combatants and prisoners of war. Today, the city of Geneva is a cultural center second to none featuring world class entertainment, top rated restaurants and unlimited opportunities for recreation.



Amsterdam

Amsterdam is the capital and most populous city of the Netherlands, known for its rich history, vibrant culture, and international outlook. As of 2025, the city is home to over 900,000 residents and forms the heart of the Randstad, one of Europe's largest metropolitan regions. Amsterdam is renowned for its iconic canals, cutting-edge architecture, and scenic urban landscapes. Strategically located and well-connected by air, rail, and road, it serves as a global hub for business, education, and innovation. The city is home to numerous international organizations, major corporate headquarters, and leading academic institutions, making it an ideal environment for professional growth and networking. Amsterdam's progressive mindset, multilingual population, and strong focus on sustainability create the perfect setting for impactful and forward-thinking training programs.

List Of Courses

LEADERSHIP AND MANAGEMENT FACULTY

- 21ST CENTURY LEADERSHIP INSPIRING EXCELLENCE AND ENGAGEMENT
- STRATEGIC LEADERSHIP, PLANNING AND GOAL ACHIEVEMENT
- GETTING AND STAYING AHEAD: GOAL SETTING AND TECHNIQUES FOR ACHIEVEMENT
- GLOBAL BEST PRACTICES AND APPROACH FOR SUCCESSFUL LEADERSHIP
- HIGH PERFORMANCE STRATEGIC LEADERSHIP: CREATING AND DELIVERING VALUE
- LEADING WITH EMOTIONAL INTELLIGENCE: PSYCHOLOGY OF LEADERSHIP
- LEVERAGING THE POWER OF DESIGN THINKING, CREATIVITY, AND INNOVATION
- DIGITAL ECONOMY REGULATION AND CONTROL
- AI TRANSFORMATION FOR TELECOMS LEADERS · LEADERSHIP AND CHANGE MANAGEMENT IN THE DIGITAL ERA
- DIGITAL INNOVATIVE SOLUTION: ACHIEVING STRATEGY THROUGH EXCELLENCE LEADERSHIP
- LEADERSHIP, CRITICAL THINKING AND INNOVATION
- BUSINESS PROCESS OPTIMISATION AND MODELLING: A PRACTICAL APPROACH
- PROFESSIONAL DEVELOPMENT SOLUTIONS FOR VISIONARY LEADERSHIP
- HIGH POTENTIALS LEADERSHIP: ATTITUDES AND BEHAVIOURS
- ACHIEVING SUCCESS THROUGH VALUE CREATION · ACHIEVING EXCELLENCE THROUGH SUSTAINABLE LEADERSHIP
- INTERNET OF THINGS: BUILDING CONCEPTS AND APPLICATION IN CURRENT WORLD
- ECONOMIC DEVELOPMENT: USING ANALYTICAL FRAMEWORKS FOR SMART POLICY DESIGN
- DRIVING INNOVATION AND GROWTH USING BLUE OCEAN STRATEGY
- LEADERSHIP IMPACT THROUGH INNOVATION · LEADERSHIP IN A DIGITALIZED ECONOMY · STRATEGIC FRAMEWORKS FOR COMPETITIVE ADVANTAGE
- LEADERSHIP, CREATIVITY AND PEAK PERFORMANCE
- ACHIEVING LEADERSHIP SUCCESS THROUGH PEOPLE
- MANAGING CHANGE IN THE DIGITALISED ECOSYSTEM: RESPONSIBILITY AND ETHICS
- SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADERSHIP AND INNOVATION

CORPORATE GOVERNANCE FACULTY

- OPERATIONAL EXCELLENCE IN THE DIGITAL AGE: HARNESSING TECHNOLOGY FOR EFFICIENCY
- STRENGTHENING BUSINESS RELATIONSHIPS: CREATING STRATEGIC ALLIANCE AND BUILDING TRUST
- INNOVATION, CREATIVITY AND PROBLEM SOLVING
- CREATING AND IMPLEMENTING STRATEGY FOR COMPETITIVE ADVANTAGE
- THE POSITIVE WORKPLACE FOR BUILDING EMPLOYEE ENGAGEMENT AND SATISFACTION
- FUSION OF IOT, BLOCKCHAIN AND ARTIFICIAL INTELLIGENCE
- BUILDING THE BEST SUPPLY CHAIN OPERATIONS: PRINCIPLES FOR CONTINUITY AND SUSTAINABILITY
- ACHIEVING EXCELLENCE: MAXIMISING LEADERSHIP EFFECTIVENESS
- DEVELOPING PERSONAL IMPACT AND BUILDING PRODUCTIVE TEAM
- EMERGING BLOCKCHAIN BUSINESS MODEL: BLACK BOX AI AND PROBLEMATIC FUTURES
- CORPORATE GOVERNANCE: OPERATIONS AND PROCESSES
- MAKING POLICY MORE EFFECTIVE: EVALUATING THE EFFECT AND IMPACT OF POLICY DECISIONS
- MANAGING CHANGE FOR BUSINESS AND ORGANISATION'S SUCCESS · LEADING WITH AUTHENTICITY AND PURPOSE
- CREATIVE THINKING: INNOVATIVE SOLUTIONS TO COMPLEX CHALLENGES
- STRATEGIC MANAGEMENT: COMPETITIVE AND CORPORATE STRATEGY
- MANAGING YOURSELF AND LEADING OTHERS THROUGH DIFFICULT TIME
- MANAGING RESPONSIBLY: PRACTICING SUSTAINABILITY, RESPONSIBILITY AND ETHICS
- PROBLEM SOLVING AND BUSINESS DEVELOPMENT
- ASSERTIVENESS SKILLS: COMMUNICATING WITH AUTHORITY AND IMPACT
- INTEGRATING STRATEGIC, OPERATIONAL & TACTICAL LEADERSHIP FOR OUTSTANDING PERFORMANCE
- ATTRACTING AND SUSTAINING PRODUCTIVE RELATIONSHIPS AND BUILDING SKILLS FOR WORKABLE TEAM
- INNOVATION AND STRATEGY FOR BUSINESS GROWTH
- EMOTIONAL INTELLIGENCE: ATTITUDES AND BEHAVIOURS

FINANCE AND ACCOUNTING FACULTY

- PROJECT FINANCIAL MANAGEMENT
- PUBLIC FINANCIAL MANAGEMENT
- STRATEGIC FINANCIAL MANAGEMENT
- BEST PRACTICE IN PROCUREMENT MANAGEMENT
- FINANCIAL PLANNING FOR ORGANISATIONAL EFFECTIVENESS
- BUDGETING AND BUDGETARY CONTROL
- INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS)
- IPSAS - PRESENTATION, DISCLOSURE AND FINANCIAL REPORTS
- CORPORATE FINANCIAL PLANNING
- PUBLIC FINANCIAL ADMINISTRATION
- INTERNATIONAL PROCUREMENT
- FORENSIC AUDITING AND ACCOUNTING
- PERFORMANCE AUDIT
- MAXIMISING VALUE FOR INTERNAL AUDIT
- EFFECTIVE PUBLIC PROCUREMENT MANAGEMENT

HUMAN CAPITAL FACULTY

- EFFECTIVE REWARD AND COMPENSATION SYSTEMS FOR ORGANISATIONS
- SKILLS FOR EFFECTIVE PEOPLE MANAGEMENT IN PROJECTS AND PROGRAMMES
- LEADING AND MANAGING CHANGE
- BEST PRACTICES IN HUMAN RESOURCE MANAGEMENT FOR ORGANISATIONAL PEACE
- LEADERSHIP, HUMAN RESOURCES AND CHANGE MANAGEMENT: ATTITUDES AND BEHAVIOURS
- COACHING AND SUCCESSION PLANNING
- HUMAN RESOURCE STRATEGIES FOR TRANSFORMING ORGANISATIONS

PROJECT MANAGEMENT FACULTY

- MASTERING PROJECT MANAGEMENT
- PROJECT MANAGEMENT, SCHEDULING AND COMPLIANCE
- PROJECT MANAGEMENT, MONITORING AND REPORTING
- PROJECT GOVERNANCE BEST PRACTICES
- PROJECT MANAGEMENT ESSENTIALS
- GLOBAL BEST PRACTICE IN PROJECTS AND PROGRAMMES MANAGEMENT
- ADVANCED PROJECT IMPLEMENTATION TECHNIQUES
- RESULT-ORIENTED PROJECT MONITORING AND EVALUATION

COMMUNICATION AND PUBLIC RELATIONS FACULTY

- PERSONAL EFFECTIVENESS, COMMUNICATION AND SELF-DEVELOPMENT
- ASSERTIVENESS AND BUILDING PERSONAL CONFIDENCE
- REPORT WRITING SKILLS · BUILDING AND MAINTAINING CORPORATE BRANDS
- ADVANCED WRITING SKILLS FOR EXECUTIVES
- SKILLS FOR EXCELLENT COMMUNICATION
- BUSINESS WRITING SKILLS FOR IMPACT IN THE WORKPLACE

OIL AND GAS FACULTY

- OIL AND GAS FIELD LIFE CYCLE, FIELD DEVELOPMENT AND PLANNING
- EFFECTIVE LEADERSHIP SKILLS IN THE OIL AND GAS SECTOR
- RISK MANAGEMENT IN THE ENERGY SECTOR
- GLOBAL BEST PRACTICES IN OIL AND GAS MANAGEMENT
- PETROLEUM REVENUE GENERATION, TREASURY AND FUNDS MANAGEMENT IN THE OIL AND GAS SECTOR
- UNDERSTANDING THE OIL AND GAS SECTOR
- DEVELOPING OIL AND GAS BUSINESS: UPSTREAM AND DOWNSTREAM
- OIL AND GAS CONTRACT MANAGEMENT
- INTERNATIONAL OIL AND GAS DEVELOPMENT
- LEADING DYNAMICALLY IN THE OIL AND GAS INDUSTRY
- DEVELOPING PROJECT STRATEGY IN THE OIL AND GAS INDUSTRY
- OIL AND GAS OPERATION PROCESS

LEADERSHIP & MANAGEMENT FACULTY

In response to changes in work environment, we have enriched the contents of many of the courses offered by the Leadership and Management Faculty.

- ✓ Enriched course contents aligned with modern work environments
- ✓ Practical leadership skills development
- ✓ Immediate workplace application
- ✓ Focus on organisational effectiveness







21ST CENTURY LEADERSHIP INSPIRING EXCELLENCE AND ENGAGEMENT

OVERVIEW

Going beyond the personality of the individual, leading in the 21st Century is viewed not solely on the domain of those in charge, rather something in which everyone participates. This course will educate the participants on the distinctive aspects of the 21st Century leadership and the necessary skills required to lead effectively.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- 21st Century Leadership Skills
- High Performance Leadership
- Leadership Wisdom
- Knowledge Creation with Courage
- Inspiring Excellence and Engagement in Organisation
- Strategic Road-mapping for the Achievement of an Organisation
- Strategic Change Management
- Motivation and Reward System
- Effective Service Delivery
- Leadership Challenges in the 21st Century
- Goal Setting in the 21st Century
- Inspiring others through Motivation
- Managing Subordinates in the 21st Century

BOOKING DETAILS

Location and Date

- **London:** 7th – 18th July, 11th – 22nd Aug, 10th – 21st Nov, 27th Oct – 7th Nov
- **Dubai:** 30th June – 11th July, 21st July – 1st Aug, 22nd Sept. – 3rd Oct
- **Houston (Texas):** 18th – 29th Aug
- **Vienna:** 22nd Sep – 3rd Oct
- **Istanbul (Turkey):** 31st Sep – 11th Oct
- **Paris (France):** 24th Nov. – 5th Dec
- **Amsterdam:** 9th – 20th June



STRATEGIC LEADERSHIP, PLANNING AND GOAL ACHIEVEMENT

OVERVIEW

Strategic leadership is a core requirement for success in today's turbulent environment. While it is good to plan, as failure to plan is planning to fail. Essentially, planning is not enough. Organizations should develop the capability to competently implement their strategic plans.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Strategic Planning: Concepts and Functions
- Strategic Management
- Strategic Leadership · Vision, Mission, Values, and Goals of an Organization
- Evaluating Self-Leadership Style
- The Ethics and Skills of Leadership
- Performance Appraisal
- Strategic Leadership
- Environmental Analysis (SWOT) and Force Field Analysis
- Development of Strategic Options and Choices
- Innovation and Creativity in Leadership
- Strategic Plan Implementation Techniques and Processes
- Change Management Strategies

BOOKING DETAILS

Location and Dates

- **London:** 10th – 21st Nov
- **Dubai:** 20th – 31st Oct

OBJECTIVES

At the end of the course, participants will be able to:

- Apply strategic management techniques for goal achievement
- Clarify the vision, mission and goals of their organizations
- Produce functional strategic plans
- Evaluate the strategic plans of their organizations



GETTING AND STAYING AHEAD: GOAL SETTING AND TECHNIQUES FOR ACHIEVEMENT

OVERVIEW

Goal setting can be described as a personal planning process. It helps participants to identify what they want to achieve in their personal life and professional life. Goal setting has been proven to be a more effective method of achieving targets. This course will help participants create goals that are actionable, measurable, focused and result oriented.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Getting and Staying Ahead
- Goal Setting and Techniques for Achievement
- Job Descriptions and their Relationship to Objectives and Performance Criteria
- Establishing and Evaluating Vision and Mission Statements
- Evaluating the Essence of Key Performance Indicators (KPIs)
- Organisational Efficiency
- Motivation and Leadership for Goal Achievement
- Developing and Agreeing Action Plans
- Target Setting: Principles and Practice
- Benchmarking Best Practices

BOOKING DETAILS

Location and Date

- **London:** 28th July – 8th Aug, 15th – 26th Sep, 9th – 20th June, 1st – 12th Sep, 22nd Sept. – 3rd Oct, 3rd – 14th Nov
- **Dubai:** 14th – 25th July, 28th July. – 8th Aug, 29th Sep – 10th Oct, 18th – 29th Aug, 17th – 28th Nov
- **Barcelona:** 26th Nov. – 6th Dec
- **Istanbul (Turkey):** 13th – 24th Oct
- **Miami (Florida):** 30th June – 11th July



GLOBAL BEST PRACTICES AND APPROACH FOR SUCCESSFUL LEADERSHIP

OVERVIEW

The dynamism and complex changes in the business environment have brought about the need for effective management. Effective leadership is key survival in business, given the 21st century challenges. This course is designed to explore the demands of leadership and the skills required to lead effectively.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Successful Leadership in Modern Organisation: An Overview
- Leadership and Effective Decision Making
- Team Building and Leadership
- Leadership and Accountability
- Managing Organisational Change
- Issues in Leadership
- Performance Appraisal
- Evaluating Self-Leadership Style
- Strategic Leadership
- Innovation and Creativity in Leadership
- The Ethics and Skills of Leadership
- Approaches to Leadership
- Leading for Result in the Organization

BOOKING DETAILS

Location and Date

- **London:** 30th June – 11th July, 28th July – 8th Aug, 25th Aug. – 5th Sep, 6th – 17th Oct, 13th – 24th Oct, 10th – 21st Nov
- **Dubai:** 26th Nov. – 6th Dec, 14th – 25th July, 11th – 22nd Aug, 18th – 29th Aug, 15th – 26th Sep, 24th Nov. – 5th Dec, 1st – 12th Dec
- **Miami (Florida):** 13th – 24th July, 22nd Sept. – 3rd Oct
- **Amsterdam:** 22nd Sep – 3rd Oct



HIGH PERFORMANCE STRATEGIC LEADERSHIP: CREATING AND DELIVERING VALUE

OVERVIEW

Creating a high-performance working culture begins and ends with good leadership. To bring out the best in their people, leaders need to be expert motivators with good understanding of their teams and the confidence to communicate effectively in a range of situations to achieve the best results.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Key Leadership Tasks and Performance Measurement
- Leadership Styles and Styles Flexibility
- Factors Required for a High-Performance Work Team
- Talent, Skills and Work Ethic
- Influence, Authority and Power
- Emotional Intelligence and Rapport
- Aims, Objectives and Goal Alignment
- Problem-Solving and Decision-Making
- Effective Communication
- Characteristics of High Performing organisation
- Incentives, Motivation and Efficacy

BOOKING DETAILS

Location and Date

- **London:** 17th – 28th Nov, 11th – 22nd Aug, 3rd – 14th Nov
- **Dubai:** 15th - 26th Sep, 8th – 19th Sep
- **Vienna:** 26th July – 7th Aug

OBJECTIVES

The objectives of the course are to:

- Enable participants to understand the characteristics of leaders of high performing teams
- Introduce participants to what it entails to lead effectively for value creation



LEADING WITH EMOTIONAL INTELLIGENCE: PSYCHOLOGY OF LEADERSHIP

OVERVIEW

For leaders, having emotional intelligence is essential for success. Unbridled emotions can mar performance. This is why some intelligent and technically skilled employees, with uncontrollable emotions, have problems managing others and collaborating with teams, and so perform poorly. It is imperative for leaders to have critical levels of emotional intelligence.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Leading with Emotional Intelligence: Psychology of Leadership
- Leading with Integrity through Difficult and Pressure Filled Challenges
- Recognising and Addressing People's Blind Spots as Leaders
- Balancing Intrinsic and Extrinsic Motivations to Find Sweet Spots of Capabilities
- The Role of Developing Greater Confidence in Raising Effective Leaders.
- Fostering Effective Teamwork through Empowered Leaders
- Integrated Life That Balances Individuals

BOOKING DETAILS

Location and Date

- **London:** 21st July – 1st Aug, 4th – 15th Aug, 8th – 19th Sep, 10th – 21st Nov
- **Dubai:** 6th – 17th Oct
- **Barcelona:** ,, 1st – 12th Dec

OBJECTIVES

- At the end of the course, participants will be able to:
- Identify the influence of emotions on leadership performance
- Describe emotional intelligence
- Apply emotional intelligence in their day-to-day activities



LEVERAGING THE POWER OF DESIGN THINKING, CREATIVITY, AND INNOVATION

OVERVIEW

As problem-solving approach revolves around human needs, design thinking focuses on the problem first before moving on to the solution. A culture that empowers employees requires more than just throwing money at the situation. Leaders need to invest in listening to their employees and understanding their pain points before moving on to solutions.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Distinctions between Design and Design Thinking
- How Design Thinking Complements the Practice of Management
- Whole-Brain Creativity Problem Solving
- Creativity at Work Design Innovation Protocol
- Framework for Design Thinking
- Differences between Creativity and Innovation
- Turning Creativity into Innovation
- Creativity and Innovation at Work
- Logical and Lateral Thinking
- Methods and Tools for Generating Ideas and Creative Stimulation

BOOKING DETAILS

Location and Date

- **London:** 17th – 28th Nov, 25th Aug. – 5th Sep, 29th Sept – 10th Oct, 8th – 19th Dec
- **Dubai:** 21st July – 1st Aug, 22nd Sep – 3rd Oct

OBJECTIVES

- The objectives of the course are to:
- Make the participants to be more creative and innovative to develop new ways of accomplishing tasks
 - Enable the participants to tap into their creativity quotients



DIGITAL ECONOMY REGULATION AND CONTROL

OVERVIEW

Emerging technologies like artificial intelligence (AI), machine learning, big data analytics, blockchain technology and the internet of things (IoT) are coming up with new ways for consumers to interact and they are disrupting the existing business models. This course is design to provide participants with understand on how to protect citizen fundamental rights and freedoms.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Regulation and Digital Economy
- Challenges Faced by Traditional Regulation
- The Evolution of Regulation and Innovation
- Emerging Themes in Digital Regulations
- Digital Regulation Principles
- New Avenues in Today's Economy
- Electronic Commerce and Consumer Privacy
- New Economy Policy and Regulatory Challenges
- Technological Challenges
- Digital Regulators and the Digital Economy

BOOKING DETAILS

Location and Date

- **London:** 1st – 12th Sep, 11th – 22nd Aug, 27th Oct – 7th Nov, 24th Nov. – 5th Dec
- **Istanbul (Turkey):** 17th – 28th Nov
- **Houston (Texas):** ,
- **Barcelona:** 21st July – 1st Aug
- **Vienna:** 29th Sept – 10th Oct



AI TRANSFORMATION FOR TELECOMS LEADERS

OVERVIEW

The rapid advancement of AI technologies has dramatically expanded the technological possibilities of many organisations. Global telecommunications leaders are no strangers to this transformation. The industry began to change dramatically in the 1980s with the break-up of regional telecom monopolies under market liberalization.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Understand the Key Ingredients of AI Strategy
- AI and Operations Strategy in a Digital Era: Applications in Telecoms
- Emerging Technologies in Telecoms, Creating a Common Base
- Digital Transformation Strategies and Organisational Culture
- Waves of Transformation
- Overcoming Data Privacy Issues + Unlocking IoT
- AI for Internal Telecom Operations
- Building an Agile Telecom Business as a Pre-requisite for AI Effectiveness: Individual Application

BOOKING DETAILS

London: 22nd Sep – 3rd Oct, 17th – 28th Nov, , 25th Aug. – 5th Sep, 29th Sept – 10th Oct
Dubai: 8th – 19th Dec

OBJECTIVES

The course objectives are:

- To Prepare Telecoms leaders for an AI-ready world: Implementing AI at a strategic level
- To make participants understand the general perceptions about AI technologies and how it transforms businesses.



LEADERSHIP AND CHANGE MANAGEMENT IN THE DIGITAL ERA

OVERVIEW

Leaders in the 21 century are trying to find different means of achieving and improving greater productivity for the success of their organisations. To achieve greater productivity, the leaders need to acquire the necessary skills needed in order to effectively manage change in this digital age. This course has been designed to introduce participants to the modern leadership.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Leadership and Change Management in the Digital Era
- Strategies of Leadership
- Inspirational Leadership
- Digital leadership Assessment
- Liberating Leadership
- Change Management and Leadership
- Leadership Styles and Styles Flexibility
- Planning and Introducing Change
- Monitoring Change
- Critical Success Factors
- Assessing and Identifying Personal Leadership Style
- Transformational Leadership
- Problem-Solving and Decision-Making

BOOKING DETAILS

London: 25th Aug – 5th Sep, 7th – 18th Oct, 2nd – 13th June, 18th – 29th Aug., 20th – 31st Oct., 24th Nov. – 5th Dec.

Dubai: 29th Sep – 10th Oct, 20th - 31st Oct, 10th – 21st Nov, 1st – 12th Sept., 10th – 21st Nov.

Miami: 30th June – 11th July

OBJECTIVES

- The objectives of the course are to:
- Expose participants to elements of change and leadership management
 - Introduce participants to the techniques of managing change



DIGITAL INNOVATIVE SOLUTION: ACHIEVING STRATEGY THROUGH EXCELLENCE LEADERSHIP

OVERVIEW

As businesses are griping with the need to grow, change, evolve and adapt to an omnipresent, digital innovation landscape is pushing businesses to step up their game in a growingly competitive market, with increased market disruption and challenging to be more innovative.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Innovative & Transformational Digital Leadership ideas and Fundamentals
- Digital Era of Leadership
- The Role of Leadership in Digital Innovation
- The Digital Business Transformation Journey
- Digital Strategy: Platforms and Ecosystems Strategy
- Corporate Digital Responsibility
- Innovative & Transformational Digital Leadership Ideas and Fundamentals
- Effective Digital Leadership as Key to Digital Transformation
- Align Talent, Leadership, and Business Strategies

BOOKING DETAILS

London: 21st July – 1st Aug, 17th – 28th Nov, , 25th Aug. – 5th Sep, 8th – 19th Dec

Istanbul (Turkey): 8th – 19th Sep

Dubai: 22nd Sep – 3rd Oct, 29th Sept – 10th Oct

OBJECTIVES

At the end of this course participants will be able:

- To understand how organisation should evolve to extract the most value from digital technologies and leadership
- To understand how to develop and execute a digital strategy



LEADERSHIP, CRITICAL THINKING AND INNOVATION

OVERVIEW

Dynamism, which has forced change, thrown up numerous opportunities, and engendered competition in societies, is forcing leaders of organisations to think and innovate. Leaders who fail to think critically and innovate cannot start new businesses, and transform existing ones.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Effective Leadership in a Dynamic and Competitive Business Environment
- Critical Thinking for Organisational Effectiveness
- Developing Critical Thinking Skills
- Innovation in Business
- Innovation Methodology and Framework
- Identifying, Evaluating, and Innovating Around Opportunities
- Innovating from Customers' Perspectives
- Developing Leadership Courage for Critical Thinking and Innovation
- Building Shared Understanding for Critical Thinking and Innovation

BOOKING DETAILS

London: 20th – 31st Oct

Dubai: 4th – 15th Aug, 20th - 31st Oct, 10th – 21st Nov, 28th July – 8th Aug, 18th – 29th Aug

Miami (Florida): 29th Sep – 10th Oct

OBJECTIVES

At the end of this course, participants will be able to:

- Identify the challenges of leaders in dynamic and competitive environments
- Enumerate the benefits of critical thinking and innovation



BUSINESS PROCESS OPTIMISATION AND MODELLING: A PRACTICAL APPROACH

OVERVIEW

Business performance is ultimately measured by a comparison of track record with existing scorecards, balance sheets, or key performance indicators (KPIs) which focuses on business process optimization and design that incorporates unanticipated and predictable variations within the business systems.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Business Process Modelling Concepts
- Business Process Optimization Efforts and Methods
- Business Process Design
- Modelling Business Processes
- Excellent Service Delivery
- Information Management
- Total Quality Management
- Business Process Architecture
- Process Innovation Activities
- Improvement Initiatives
- Business Process Redesign (BPR)
- Business Process Optimization and Design
- Techniques for Transforming Business Processes

BOOKING DETAILS

London: 13th – 24th July, 27th July – 7th Aug, 17th – 28th Sep, 2nd – 13th June, 11th – 22nd Aug

Dubai: 3rd – 14th Aug, 12th – 23rd Nov.

(Qatar): 8th – 19th Sep

OBJECTIVES

At the end of this course, participants will be able to:

- Discuss business processes and their components
- Apply process analysis concepts and techniques
- Develop business process architecture



PROFESSIONAL DEVELOPMENT SOLUTIONS FOR VISIONARY LEADERSHIP

OVERVIEW

Building an enabling environment for creativity and innovation as well as using creative and innovative leadership techniques are crucial to appropriate utilization of resources to achieve common goals.

This course is therefore designed to equip participants with the knowledge and skills to create a work environment that stimulates their staff to be more creative and innovative.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Visionary Leadership
- Creative Process
- Characteristics of Creative Leaders (with self assessment exercise)
- Power of a Vision in transforming organisation
- Creating the Right Environment for Creativity and Innovation
- Building Teams for Creativity, Innovation and Group Genius
- Change Management
- Professionalism in Leadership
- Developing Leadership Skills
- Leadership Challenges in an organisation
- Transformational Leadership
- Effective Communication Skills

BOOKING DETAILS

London: 10th – 21st Sep, 28th July – 8th Aug, 4th – 15th Aug, 1st – 12th Sep, 27th Oct – 7th Nov

Dubai: 9th – 20th June

OBJECTIVES

At the end of the course, participants will be able to:

- Create a conducive environment for creativity
- Identify the role of visionary leadership in creativity and innovation



HIGH POTENTIALS LEADERSHIP: ATTITUDES AND BEHAVIOURS

OVERVIEW

To achieve long-term organisational success, the organisation, be it public or private sector must be ready to develop high potential leaders to handle the formidable challenges that is linked with more complex leadership. This course has been designed to introduce participants to the strategies, techniques, and skills that leaders need to possess in order to attain high organisational performance.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of High Potentials Leadership
- Distinction between Leadership and Management
- Developing Talent and Leadership
- Leading Teams
- Leadership Essentials
- Developing effective Appraisal System
- Corporate Performance Management Systems
- Achieving and Sustaining Peak Performance
- Assessing Individual Leadership Styles
- Developing Leadership Skills and Potentials
- Leading Diverse Teams

BOOKING DETAILS

London: 31st Sep – 11th Oct, 7th – 18th Oct, 12th – 23rd Nov., 26th Nov. – 6th Dec., 9th – 20th June, 17th – 28th Nov

Dubai: 13th – 24th July, 10th – 21st Aug, 3rd – 14th Sep, 14th – 25th Oct, 25th Aug. – 5th Sept. **Paris (France):** 27th July. – 7th Aug

OBJECTIVES

The objectives of the course are to:

- Enable participants review the qualities of high potentials leadership
- Encourage participants to set target for high performance in their organisations



ACHIEVING SUCCESS THROUGH VALUE CREATION

OVERVIEW

To be successful in today's business world, organisations need to be strategic and innovative in creating value for the businesses they deal on. This enables them to be at the top of the ranking scale in the competitive world. This course is targeted at equipping the participant with the best business knowledge to achieve success in their daily activities.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Value Creation and Business Success
- Value-Creation Strategies
- Quality Decision Making for Better Business Success
- The effect of Social Value Creation in Business Model
- Sustainability and Accountability in Service Delivery
- Creating Sustained Competitive Advantages
- Steps for Value Creation
- Value Creation in the Digital age
- Achieving Success through Insight, Imagination and Innovation
- Designing Value-Creation Capabilities
- Proactive Respond to Needs

BOOKING DETAILS

London: 27th July. – 7th Aug, 17th – 28th Sep, 7th – 18th Oct, 12th – 23rd Nov., 13th – 24th Oct **Dubai:** 30th June – 11th July, 7th – 18th July, 21st July – 1st Aug, 27th Oct – 7th Nov
Miami (Florida): 17th – 28th Aug, 2nd – 13th June
Houston (Texas): 24th Feb. – 7th Sep, 12th – 23rd Nov.

OBJECTIVES

- The objectives of this course are:
- To enable participant to understand the idea of value creation for the success of their organisation
 - To expose delegates to the merits of value creation and how it can



ACHIEVING EXCELLENCE THROUGH SUSTAINABLE LEADERSHIP

OVERVIEW

Organisations that are practicing sustainability are growing in success and popularity because they are benefiting so many, and because stakeholders of such organizations feel a sense of purpose in being a part of them. Sustainable organizations have the foundational elements of being supportive, vision-driven, responsible, growth-oriented, collaborative, and resourceful.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview Achieving Excellence Through Sustainable Leadership
- Leadership and Management Excellence
- Leadership Styles and Skills
- Problem Solving Techniques
- Aligning People Toward the Vision
- Communication Skills (Assertiveness)
- Training and Development
- Aligning Leadership Style with Organisational Goals
- Developing and Using Effective Influencing Skills
- Developing Insight into what Motivate Team Members
- Effective Interpersonal Relationship

BOOKING DETAILS

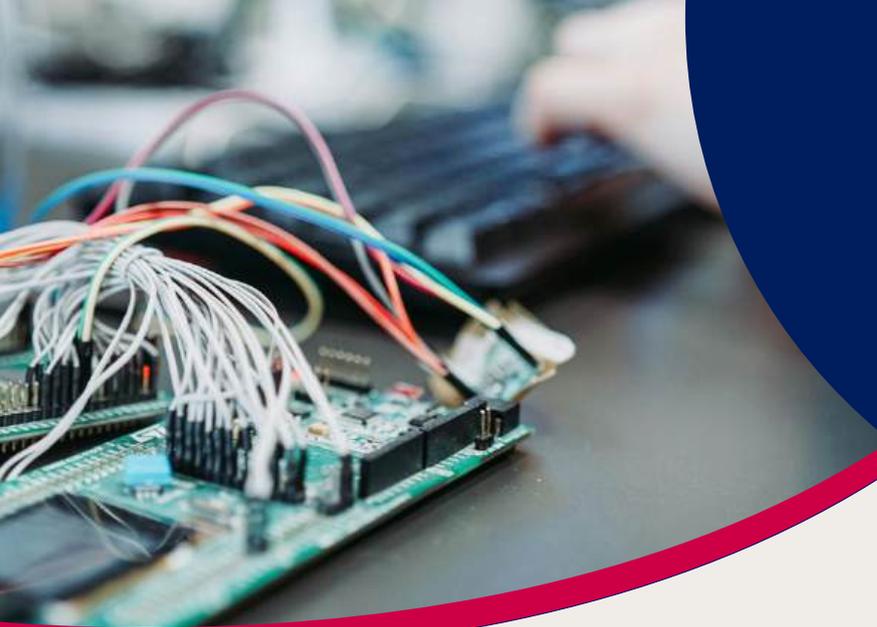
London: 13th – 24th July, 27th July – 7th Aug, 17th – 28th Sep, 2nd – 13th June, 11th – 22nd Aug

Dubai: 3rd – 14th Aug, 12th – 23rd Nov., 8th – 19th Sep

OBJECTIVES

The objectives of the course are to:

- Enable participants review the qualities of excellence leadership
- Introduce participants to the strategies for attaining sustainable leadership



INTERNET OF THINGS: BUILDING CONCEPTS AND APPLICATION IN CURRENT WORLD

OVERVIEW

The rapid development and implementation of IoT (Internet of Things) based technologies have allowed for various possibilities in technological advancements for different aspects of life. In this age, IoT is one of the tools that invoke a world where technology speaks. IoT as an emerging technology provides ubiquitous connectivity among different things in the world.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Internet of Things: Building Concepts and Application
- Principle Application and Vision in Internet of Things (IoT)
- Main Issues and Challenges of IoT
- Future Trends and Current State of Smart City Concepts
- The Internet of Things: Insights into the Building Blocks
- Internet of Things: The Ultimate Solution for the Future
- IOT” & “Its Smart Applications
- Internet of Things (IoT): A Vision, Architectural Elements, and Future Directions
- Cloud-Based Big Data Analytics
- Validating Technologies and Challenges in IoT

BOOKING DETAILS

London: 20th – 31st July, 9th – 20th June, 30th June – 11th July, 14th – 25th July, 22nd Sept. – 3rd Oct, 6th – 17th Oct, 24th Nov. – 5th Dec, 8th – 19th Dec

Dubai: 3rd – 14th Aug, 26th Nov. – 6th Dec., 3rd – 14th Nov.

Barcelona: 5th – 16th Nov.

Geneva(Switzerland): 4th – 15th Aug

OBJECTIVES

- The objectives of this course are:
- To enlighten participants with concept of application for internet of things with the discussion of social and governance issues that arise as the future vision of internet of things



ECONOMIC DEVELOPMENT: USING ANALYTICAL FRAMEWORKS FOR SMART POLICY DESIGN

OVERVIEW

Many communities are finding success cultivating a competitive advantage by using their unique assets to attract new investment and support existing businesses. These place-based assets might include residents and their skills; local architecture and infrastructure; technical, and medical institutions; local and regional business and employment concentrations.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Understanding Inclusive Policy
- Analytical Frameworks and Guidance
- Assessing a dynamic political Economy for Climate Action
- Determine-Design-Evaluate Framework
- Conflict management and Problem-Solving Skills
- Representation, Accountability, and Public Policy
- Policy Development Methods and Techniques
- Professional Analytical Services in Policy Analysis
- Localized Pilot Schemes and New Policy Initiatives
- Legal Implications for Policy Implementation

BOOKING DETAILS

London: 10th – 21st Aug, 12th – 23rd Nov., 7th – 18th July, 27th Oct – 7th Nov

Dubai: 24th Sep– 4th Oct, 30th June – 11th July, 21st July – 1st Aug, 22nd Sept. – 3rd Oct

Houston (Texas): 17th – 28th Feb., 26th Nov. – 6th Dec.

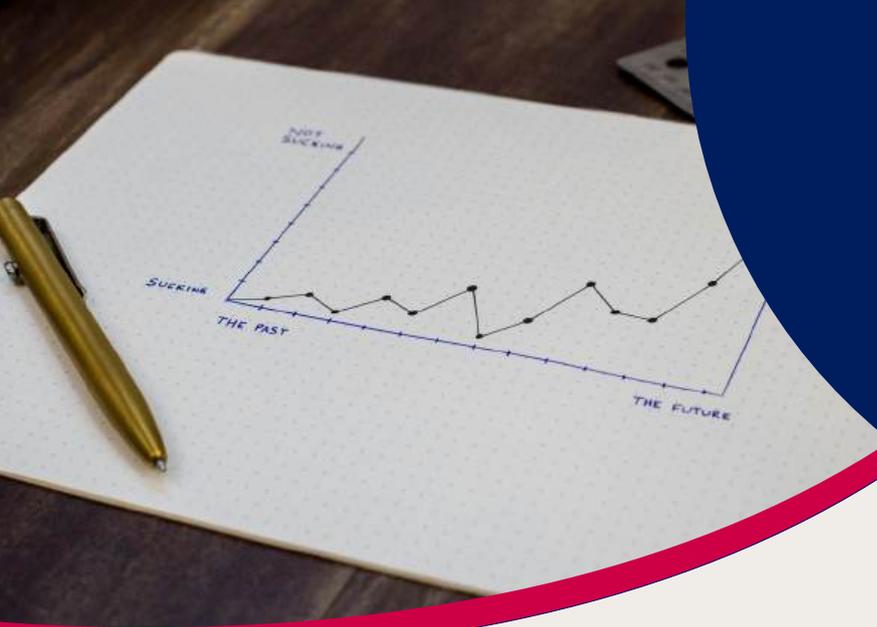
Geneva (Switzerland): 9th – 20th Dec.

Istanbul (Turkey): 31st Sep – 11th Oct

OBJECTIVES

At the end of this programme, participants will:

- Acquire the practical skills and techniques that can be immediately applied to a policy-related project



DRIVING INNOVATION AND GROWTH USING BLUE OCEAN STRATEGY

OVERVIEW

Innovation is the lifeblood of our global economy and the strategic priority for virtually every organisations around the world. This course on Blue Ocean Strategy offers participants a new perspective on strategy formulation and execution. They will immerse themselves in Blue Ocean Strategy concepts, tools and frameworks, and start to create 'blue oceans' of uncontested market.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Understanding Blue Oceans: Concepts & Meaning
- Blue Ocean Strategies and Disruptive Innovation
- Caveats for Successful Innovation
- Utility Maps and Value Creation in the Blue Ocean
- Creating value innovation: buyer versus manufacturer
- Blue Ocean vs Red Ocean Strategy
- Significant relationship between Blue Ocean and attainment of value Innovation
- Creative Problem-Solving and Creativity Techniques
- Principles of Blue Ocean Strategy

BOOKING DETAILS

London: 26th Nov. – 6th Dec, 9th – 20th June, 4th – 15th Aug

Dubai: 19th – 30th Nov., 7th – 18th July, 21st July – 1st Aug, 18th – 29th Aug, 15th – 26th Sep, 13th – 24th Oct

Istanbul (Turkey): 10th – 21st Sep

Houston (Texas): 5th – 16th Nov.

OBJECTIVES

At the end of this programme, participants will:

- Acquire an in-depth understanding of Blue Ocean Strategy tools and concepts
- Learn to engage colleagues in a Blue Ocean Strategy process



LEADERSHIP IMPACT THROUGH INNOVATION

OVERVIEW

Innovation and leadership are inherently related. The structures and processes that many leaders use are important, but not sufficient. It is a known fact that people and corporate culture are the most important drivers of innovation. This course aims at educating participants on the techniques of effective leadership and managing innovation in order to make their organisations highly productive.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Leadership Impact Through Innovation
- Harnessing the Competence Base
- Organizational Intelligence
- Innovation Leadership
- New Productive Development
- How Leadership Makes the Difference
- Business Strategy
- Critical thinking and Problem Solving
- Creating and Leading a Culture of Innovation
- Marketing Strategy
- Corporate Communications and Crisis Management
- Research and Development

BOOKING DETAILS

London: 23rd June – 4th July, 20th – 31st Oct

Dubai: 27th July. – 7th Aug, 3rd – 14th Aug, 21st Oct – 2nd Nov., 12th – 23rd Nov., 28th July – 8th Aug, 18th – 29th Aug

Miami (Florida): 31st Sep – 11th Oct

OBJECTIVES

At the end of the course, participants will be able to:

- Understand the chains of, and overcome the difficulties to innovative thinking
- Get acquainted with the techniques of leadership and management innovation



LEADERSHIP IN A DIGITALIZED ECONOMY

OVERVIEW

Winning in the digital economy is far more complex. Operations and scale continue to be important as digital has revolutionized industries, competition, and business models, a new form of leadership – digital leadership – is necessary to guide organizations through the transition from and also to thrive in the digital economy.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Use of Technologies and Continued Improvement
- The New Digital Leadership: Speed + Scale
- Digital Leadership for Today and Tomorrow
- Leadership, Motivation and Talent
- Embracing Diversity and Employment Branding
- Strategy Beyond Automation
- Rethinking the Organization
- Data Sovereignty and Trade Agreements: Three Digital Kingdoms
- Curbing Policy Fragmentation in the Digital Economy]
- Data is Disruptive: How data Sovereignty is Challenging Data Governance

BOOKING DETAILS

London: 30th June – 11th July, 28th July – 8th Aug, 25th Aug. – 5th Sep, 13th – 24th Oct, 10th – 21st Nov.

Dubai: 13th – 24th July, 26th Nov. – 6th Dec., 11th – 22nd Aug, 18th – 29th Aug, 24th Nov. – 5th Dec.

Geneva (Switzerland): 24th Sep – 4th Oct, 15th – 26th Sept.

Paris (France): 22nd Sept. – 3rd Oct, 27th Oct – 7th Nov

Houston (Texas): 16th – 27th Dec., 23rd June – 4th July



STRATEGIC FRAMEWORKS FOR COMPETITIVE ADVANTAGE

OVERVIEW

Strategic planning, concept and innovation are vital to the future success of any organisation. This starts with defining a clear strategic vision – setting out the leadership team's strategic intent for the organisation and its various businesses. In this course, participants will be provided with the structure and strategic framework for addressing the challenges leaders face.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Strategic Frameworks for Competitive Advantage
- Developing a Strategic Roadmap
- Recognizing and Developing the Characteristics of Strategic Agility
- Effective Strategic Implementation
- Strategic Management
- Stressing Competitiveness
- Demanding Strategic Insights
- Adaptive Processes
- Operational Effectiveness
- External Factor Affecting the Company Attractiveness
- Target and Innovation

BOOKING DETAILS

London: 1st – 12th Sep, 6th – 17th Oct, 8th – 19th Dec

Dubai: 3rd – 14th Aug

Houston (Texas): 2nd – 13th June

OBJECTIVES

At the end of the course, participants will be able to:

- Understand the strategic frameworks for competitive advantage
- Enlighten participants to better perform financial and resource management roles within their organisation
- Apply the skills acquired to develop the standards of their organisations policy



LEADERSHIP, CREATIVITY AND PEAK PERFORMANCE

OVERVIEW

To operate successfully in the competitive environment of the 21st century, leaders must be responsive to the changing needs and demands of their customers and clients. They must deliver extraordinary levels of performance, which instigate a robust system of internal and external measures. This course is designed to expose participants to the techniques needed for effective leadership.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Leader as a Visionary
- The Power of Creative Vision
- Building a Corporate Culture
- Guide to Knowing Leadership Strengths
- Using Emotional Intelligence to Understand and Manage Inner Spiritual Power and Influence People
- The Secrets to Involve Others
- Best Practices in Effective Mentoring and Coaching
- Techniques for Effective Motivation of Self and Others
- Best Practices in Effective Delegation
- Establishing Peak Performance Goal Setting Strategies

BOOKING DETAILS

London: 3rd – 14th Sep, 18th – 29th Aug

Dubai: 3rd – 14th Aug, 2nd – 13th June, 1st – 12th Sep

Barcelona: 1st – 12th Dec, 1st – 12th Dec

OBJECTIVES

At the end of the course, participants will be able to:

- Determine the best practices of leaders through history and how to apply them today
- Articulate an understanding of what leadership means for their businesses



ACHIEVING LEADERSHIP SUCCESS THROUGH PEOPLE

OVERVIEW

Leadership in most organization is confronted with different challenges and difficulties. In order to be at the top, leaders must be fully engaged with the individuals who shape things in their organizational settings. This course aimed at educating participant to better demonstrate the ability to motivate and streamline organisational goals to achieve maximum results.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Developing Leadership Skills
- Critical Leadership Competencies
- Change Management in Leadership
- Leading with Emotional Intelligence
- The Dynamic of Interpersonal Relationship Skills
- Overcoming Barrier and Conflict Management in Leadership
- Using Assertiveness to Build Relationships
- Team Work and Team Spirit
- Emotional Intelligence for Goal Attainment
- Designing a Strategic Plan
- Creating Organisational Value
- Leading Effective Productive Work

BOOKING DETAILS

London: 27th July. – 7th Aug, 17th – 28th Sep, 7th – 18th Oct, 12th – 23rd Nov., 21st July – 1st Aug, 13th – 24th Oct

Dubai: 30th June – 11th July, 7th – 18th July, 13th – 24th Oct, 27th Oct – 7th Nov

Miami (Florida): 17th – 28th Aug, 2nd – 13th June

Houston (Texas): 24th Feb. – 7th Sep, 12th – 23rd Nov.

OBJECTIVES

- The objectives of this course are:
- To expose participant to the leadership component's goal setting



MANAGING CHANGE IN THE DIGITALISED ECOSYSTEM: RESPONSIBILITY AND ETHICS

OVERVIEW

The transition from the concept of "own economy" to the concept of "shared economy", as a result of the pervasive use of digital technologies, has led organisations to start dealing with change management in a collaborative way. This change of perspective reflects the shift from a network approach towards an ecosystem approach.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Change Management Process in Digital Ecosystem
- Digitally Transformed Future
- Change Management for Digital Innovation
- Digital Ecosystems: Ecosystem-Oriented
- Building and Managing a Digital Ecosystem
- Managing Digital Transformation
- Impact of Organizational Change on Employee
- Digital Environment to Support Business Ecosystems
- Overcoming Common Obstacles Encountered in Implementing Change
- Managing Varied Types of Major Organizational Change

BOOKING DETAILS

London: 13th – 24th July, 17th – 28th Aug, 25th Aug. – 5th Sep, 20th – 31st Oct, 10th – 21st Nov

Dubai: 19th – 30th Nov., 14th – 25th July, 3rd – 14th Nov

Houston (Texas): 17th – 28th Sep, 8th – 19th Sep

Vienna: 15th – 26th Sep

Barcelona: 24th Nov. – 5th Dec

OBJECTIVES

At the end of this course participants will:

- Learn the new framework that aims at guiding the implementation of changes within a digital ecosystem

SMART LEADERSHIP: ACHIEVING STRATEGY THROUGH LEADERSHIP AND INNOVATION

OVERVIEW

In today's innovation –driven economy, understanding how to generate great ideas is an urgent managerial priority. However, many leaders assume creativity to be too elusive and intangible to be managed. This training course is designed for managers and executives at all levels who want to achieve greater levels of innovation and creativity.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Smart Leadership: Achieving Strategy Through Leadership and Innovation
- Understanding the Strategic Environment
- Understanding Strategic Models and Paradigms
- Effective Strategic Implementation
- Strategic Leadership · Driving Strategic Performance & Success
- Smart Leadership
- Encouraging a Creative Climate at Work
- Gaining the Participation of the Workforce
- Leading on the Creative Edge
- Creating a Motivating Climate for Higher Productivity

BOOKING DETAILS

London: 17th – 28th Aug, 28th Oct – 9th Nov., 12th – 23rd Nov., ,, 14th – 25th July, 15th – 26th Sep, 3rd – 14th Nov, 1st – 12th Dec

Dubai: 21st Oct – 2nd Nov., 19th – 30th Nov., 23rd June – 4th July, 4th – 15th Aug, 6th – 17th Oct

Barcelona: 13th – 24th July

Vienna: 17th – 28th Sep

Paris (France): 9th – 20th June

OBJECTIVES

- By attending this program, you will:
- Learn how to develop the three key strategic agendas for leaders – Intellectual, Managerial and Behavioural



CORPORATE GOVERNANCE FACULTY

- ✓ Courses congenial to effective performance
- ✓ Culture of good organizational governance
- ✓ Capacity-building for personnel
- ✓ Great value-for-the-money enrichment







OPERATIONAL EXCELLENCE IN THE DIGITAL AGE: HARNESSING TECHNOLOGY FOR EFFICIENCY

OVERVIEW

In an era defined by rapid technological advancements and increasing market competition, organizations face the pressing need to adapt their operational strategies to remain relevant and efficient. Operational Excellence (OpEx) is no longer just a buzzword; it has become a fundamental requirement for businesses aiming to thrive in today's dynamic landscape.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Introduction to Operational Excellence in the Digital Age
- Evolution of Operational Excellence with digital tools and methodologies
- The role of leadership in driving digital transformation
- Digital Technologies and their impact on operations
- Internet of Things (IoT): Real-time monitoring and process optimization in manufacturing, logistics, etc.
- Cloud Computing & SaaS: Flexibility, Scalability, and Collaboration in Operational Management

BOOKING DETAILS

London: 3rd – 14th Sep, 19th – 30th Nov., 14th – 25th July, 25th Aug. – 5th Sep, 15th – 26th Sep, 3rd – 14th Nov, 1st – 12th Dec

Dubai: 4th – 15th Aug, 6th – 17th Oct

Geneva (Switzerland): 13th – 24th Oct

OBJECTIVES

By the end of the training, participants will:

- Understand the key principles of Operational Excellence in a digital context



STRENGTHENING BUSINESS RELATIONSHIPS: CREATING STRATEGIC ALLIANCE AND BUILDING TRUST

OVERVIEW

Organizations are using strategic alliances to develop competitive advantages in quality, innovation, and cost. To capture the potential synergies of these alliances requires that the partners develop long-term relationships. This course is designed to equip the participants with the model of strategic alliance relationship development.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Perspective of Time and Value
- Grounding Trust in Strategic Alliances
- Facing Ambiguity and Tensions in Strategic Alliances
- Cooperation versus Competition
- Trust versus Control · Establishing Trust Across the Partnership Chain
- How Strategic Alliances Can Create Value
- Establishing Shared Values and a Shared Vision
- Dialectical Perspective & Social Network Perspective
- Strategic Alliance Formation and Clarifying Reasons for Cooperation

BOOKING DETAILS

London: 20th – 31st July, 24th Sep – 4th Oct, 5th – 16th Nov.,

Dubai: 10th – 21st Aug, 24th Feb. – 7th Sep, 28th July – 8th Aug, 22nd Sept. – 3rd Oct, 20th – 31st Oct

Geneva (Switzerland): 20th – 31st Oct

Istanbul (Turkey): 1st – 12th Dec

OBJECTIVES

The objectives of the course are to teach the participants how to:

- Create systematically effective interactions with stakeholders
- Increase their level of contribution and presence when working with



INNOVATION, CREATIVITY AND PROBLEM SOLVING

OVERVIEW

For Any organization in this 21 century to succeed and remain useful, it has to embrace the ever-changing way of doing things for efficiency and better result. Creativity drives people to discover how creative they can be when taking a humanistic approach to problem solving. Innovative thinking is also the key for building a successful career and organizational development.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Experimentation, Exaggeration and Entrepreneur Persistence
- Brainstorming for Achievement
- Creativity, Collaboration Means Innovation
- Finding Solutions to Complex Challenges
- Divergent and Convergent Thinking
- Formulated Testing and Enhancing New Ideas
- Designing strategies, and Techniques for the Digital Age
- Positive thinking and Self-Development
- Change Management Initiative
- Effective Communication and Impact

BOOKING DETAILS

London: 13th – 24th July, 24th Sep – 4th Oct, 21st Oct – 2nd Nov., 7th – 18th July, 18th – 29th Aug, 29th Sept – 10th Oct

Dubai: 19th – 30th Nov., 1st – 12th Sep, 17th – 28th Nov

Paris (France): 26th Nov. – 6th Dec.

Miami (Florida): 4th – 15th Aug, 13th – 24th Oct

Vienna: 20th – 31st Oct

OBJECTIVES

At the end of the course, participants will be able to:

- Make good decisions through creative thinking for Business Success
- Learn how to think creatively to



CREATING AND IMPLEMENTING STRATEGY FOR COMPETITIVE ADVANTAGE

OVERVIEW

Creating and implementing strategy helps organization to achieve value creation as it operates in a very competitive environment. Strategy management which consists of the analysis, decisions, and actions an organization undertakes in order to create and sustain competitive advantage, plays a vital role in its achievement.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Creating and Implementing Strategy
- Leadership and Strategic Thinking
- Innovation add Decision Making
- Testing and Evaluating Strategy
- Successful Implementation
- Business and Management
- Internal Business Processes
- Institutionalization or Administration of Strategy
- Matching Strategy with Organizational Structure
- Develop and Sustain Competitive Advantage
- Innovation and Learning
- Internal Business Processes

BOOKING DETAILS

London: 1st – 12th Sep, 6th – 17th Oct

Dubai: 3rd – 14th Aug, 8th – 19th Dec

Houston (Texas): 2nd – 13th June

OBJECTIVES

- Determine the effect of strategy implementation on performance
- Expose participant to the strategic leadership Skills that will enhance greater achievement
- Educate participant on how to create value and take charge of their competitive environment



THE POSITIVE WORKPLACE FOR BUILDING EMPLOYEE ENGAGEMENT AND SATISFACTION

OVERVIEW

Leaders in companies and organisations must work hard to engage employees and satisfy them with needed tools and workplace. When workers truly enjoy their work, their commitment to the organization improves, attrition decreases, and productivity increases. This creates the upward spiral of positivity where employees are happier because they feel valued and respected.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Positive Workplace Ethic
- Building Positivity Ratios to Establish Positive Organization Culture
- Trust Building with Empathic Communication Strategies
- Positive Work Environment
- Work Environment and Employee Engagement: Challenges and Factors
- Employee Burnout Prevention Strategies
- Improving Team Creativity and Collaboration
- Resolving Conflict Productively
- Goal Achievement

BOOKING DETAILS

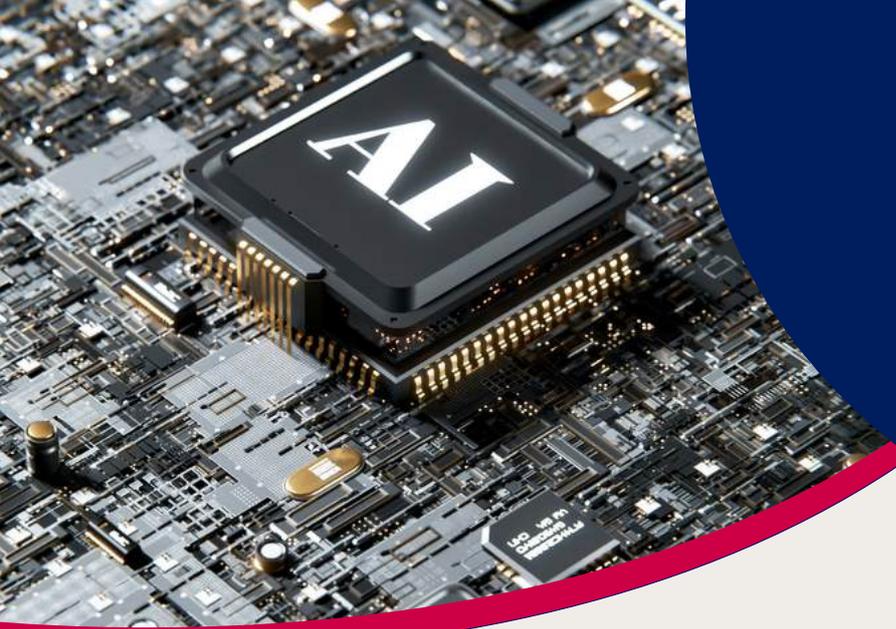
London: 12th – 23rd Nov., 7th – 18th July, 13th – 24th Oct

Dubai: 21st July – 1st Aug, 15th – 26th Sep

OBJECTIVES

At the end of this course participants will be able:

- To learn how to integrate scientifically validated methods into their current workplace to enhance business results
- To explore strategies that some communication business leaders use to engage their employees by creating positive workplace



FUSION OF IOT, BLOCKCHAIN AND ARTIFICIAL INTELLIGENCE

OVERVIEW

Blockchain is one of the prominent rapidly used technologies in the last decade in various applications. In recent years, many researchers explored the capabilities of blockchain in smart IoT to address various security challenges. Integration of IoT and blockchain solves the security problems but scalability still remains a huge challenge.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Introduction to Blockchain, IoT and AI
- Integration of Blockchain, AI and IoT
- Fusion of Blockchain AI, IoT in Different Application Domains
- Transformational Technologies Today
- Application of Blockchain for Enhanced IoT Security
- Internet of Nano Things: Applications, Challenges and Solutions
- Convergence of Technologies
- Blockchain Enabled Enhanced IoT Ecosystem Security
- IoT for Better Mobile
- Smart IoT with Blockchain

BOOKING DETAILS

London: 24th Sep – 4th Oct, 28th Oct – 9th Nov., 8th – 19th Sep

Dubai: 2nd – 13th June, 30th June – 11th July, 28th July – 8th Aug, 4th – 15th Aug, 20th – 31st Oct, 1st – 12th Dec

Istanbul (Turkey): 10th – 21st Sep

OBJECTIVES

- The objective of this course is to provide participants with a systematic understanding on integration of blockchain, AI and IoT technologies to address the various challenges



BUILDING THE BEST SUPPLY CHAIN OPERATIONS: PRINCIPLES FOR CONTINUITY AND SUSTAINABILITY

OVERVIEW

In today's globalized economy, supply chains are more complex and vulnerable than ever before. Organizations face a myriad of challenges, including economic fluctuations, geopolitical uncertainties, natural disasters, and increasing regulatory pressures. As a result, the need for supply chains that are not only efficient but also resilient and sustainable has become paramount.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Supply Chain Continuity Planning & Risk Management
- Supply Chain Risk Management Frameworks (e.g., ISO 31000, COSO ERM).
- Contingency Planning for Disruptions (Natural Disasters, Pandemics, Political Instability)
- Supply Chain Design for Sustainability
- Digital Transformation in Supply Chains
- Collaboration and Supplier Relationship Management (SRM)
- Key Principles of Effective Supply Chain Management
- Leveraging IoT for Real-Time Monitoring & Supply Visibility

BOOKING DETAILS

London: 10th – 21st Sep, ,, 21st July – 1st Aug, 8th – 19th Sep

Dubai: 24th Feb. – 7th Sep, 12th – 23rd Nov., 23rd June – 4th July, 11th – 22nd Aug, 20th – 31st Oct

OBJECTIVES

By the end of this training, participants will:

- Develop a deep understanding of risk management frameworks and strategies for ensuring supply chain continuity
- Explore sustainable practices and eco-friendly initiatives

EXCELLENCE
IS AN
ATTITUDE
CONDOR MCGREGOR

ACHIEVING EXCELLENCE: MAXIMISING LEADERSHIP EFFECTIVENESS

OVERVIEW

Leadership effectiveness are the essential skills for those who are dedicated to maximizing their performance and value added contribution. As the business environment becomes ever more uncertain and turbulent, the requirement for excellence leadership throughout organizations is at a premium. To be effective, a leader must build relationships to influence others.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Strategic Role and Nature of Effective Leadership
- Charisma and How to Earn it and Use it Effectively
- The Role of the Modern Leader and How Leadership has Changed
- Innovative Leadership Skills
- Maximizing the Performance of Each Team Member
- Leadership and the Challenge of Change
- Strategic Leadership for Team Development
- Developing a Personal Action Plan for Further SelfDevelopment
- Strategic Management – a Practical Approach for every Leader

BOOKING DETAILS

London: 9th – 20th June, 30th June – 11th July, 22nd Sept. – 3rd Oct, 6th – 17th Oct, 24th Nov. – 5th Dec

Dubai: 3rd – 14th Aug, 5th – 16th Nov., 26th Nov. – 6th Dec., 14th – 25th July, 3rd – 14th Nov

Geneva (Switzerland): 4th – 15th Aug, 8th – 19th Dec

OBJECTIVES

- By the end of this course, participants will learn how to maximise their leadership effectiveness skills in self discovering, developing and communicating effectively.



DEVELOPING PERSONAL IMPACT AND BUILDING PRODUCTIVE TEAM

OVERVIEW

As the business world is dynamic and involving, we must develop better and strategic ways of communicating, dealing, relating and collaborating in the work environment that fosters good relationship for overall benefit of individual and the organization at large that will enhance productivity. This course is designed to help you develop your self-awareness.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Interpersonal Relationship for Work Success
- The place of Teams in Organisational Performance
- Problem Solving Techniques
- Making Positive Changes for Personal Strategic Approach
- Managing and Resolving Conflicts in Teams
- Cultivate a Welcoming Diversity
- Motivating and Rewarding Team Members
- Training and Developing Team Members
- Team Maintenance
- Monitoring and Evaluating Team Performance

BOOKING DETAILS

Dubai: 3rd – 14th Aug, 5th – 16th Nov., 26th Nov. – 6th Dec., 14th – 25th July, 22nd Sept. – 3rd Oct, 3rd – 14th Nov, 24th Nov. – 5th Dec

London: 9th – 20th June, 30th June – 11th July, 6th – 17th Oct.

Istanbul (Turkey): 8th – 19th Dec

Miami (Florida): 4th – 15th Aug

OBJECTIVES

The objectives of the course are to:

- Expose to participants to the fundamentals of using teams
- Make participants know the elements of building and managing teams



EMERGING BLOCKCHAIN BUSINESS MODEL: BLACK BOX AI AND PROBLEMATIC FUTURES

OVERVIEW

The past decade has witnessed the rise of ubiquitous opaque emerging systems called black box AI Blockchain and their problematic futures which has exploit sophisticated machinelearning to predict business model and growth with numerous proofs of discussion. Blockchain technologies was focused primarily on cryptocurrencies, but its features and functionalities have developed beyond.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Emerging Blockchain and Business · Creating a Better Society with Ethical AI
- Blockchain Revolutioning Business AI and Black box
- Black-Box Models from Input-Output Measurements
- Artificial Intelligence Black Box and the Failure of Intent and Causation
- Auditing Black-Box Models for Indirect Influence
- Blockchain Applications That Are Transforming Societies
- Critical Success Factors of Blockchain Technology
- Blockchain Technology for Green Innovation in Ecosystem

BOOKING DETAILS

London: 28th Oct – 9th Nov., 8th – 19th Sep, 6th – 17th Oct

Istanbul (Turkey): 22nd Sept. – 3rd Oct

Dubai: 4th – 15th Aug, 1st – 12th Dec

OBJECTIVES

The objectives of this course are:

- To enable participant, understand how to leverage blockchain technology for business growth



CORPORATE GOVERNANCE: OPERATIONS AND PROCESSES

OVERVIEW

Governance and corporate strategy provide the framework for organizational operations. Good governance however, will increase the transparency and efficiency in the management, decision-making process and improve corporate value by strengthening corporate governance and policies. This course will assist participants to gain in-depth skills and knowledge.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- General Overview of Corporate Governance: Operation and Processes
- Governance Principles
- Internal and External Corporate Governance Controls
- Control and Ownership Structures
- Policy Formulation and Implementation in Organizations
- Developing an Effective Governance Structure
- Different Stages of Corporate Governance
- Parties and their Roles in Corporate Strategy
- Safeguarding Integrity in Corporate Reporting

BOOKING DETAILS

London: 10th – 21st Aug, 24th Sep – 4th Oct, 28th Oct – 9th Nov., 5th – 16th Nov., ,, 8th – 19th Sep

Dubai: 10th – 21st Sep, 2nd – 13th June, 30th June – 11th July, 28th July – 8th Aug, 4th – 15th Aug, 20th – 31st Oct

Houston (Texas): 11th – 22nd Aug, 27th Oct – 7th Nov

OBJECTIVES

At the end of the course, participants will be able to:

- Develop the elements of effective governance and corporate strategy
- Develop the abilities to deliver on their organisations mandate



MAKING POLICY MORE EFFECTIVE: EVALUATING THE EFFECT AND IMPACT OF POLICY DECISIONS

OVERVIEW

In an increasingly complex and interconnected world, effective governance hinges on the ability to make informed policy decisions that address societal needs and challenges. Policymakers are tasked with developing solutions to diverse issues ranging from economic development and public health to education and environmental sustainability.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Policy Evaluation
- The Role of Policy Evaluation in Governance
- Evaluation Frameworks and Methodologies
- Logic Models and Theory of Change
- Developing Evaluation Questions and Hypotheses
- Data Collection Techniques
- Designing Effective Surveys and Questionnaires
- Collecting and Analyzing Existing Data (Administrative Data, Public Records)
- Measuring Policy Impact

BOOKING DETAILS

London: 3rd – 14th Aug, 10th – 21st Aug, 10th – 21st Sep, 25th Aug. – 5th Sep, 1st – 12th Sep, 10th – 21st Nov

Houston (Texas): 17th – 28th Sep, 8th – 19th Sep

Dubai: 14th – 25th Oct, 9th – 20th June

Miami (Florida): 12th – 23rd Nov.

OBJECTIVES

By the end of this training, participants will:

- Understand the fundamental concepts of policy evaluation
- Recognize the significance of evaluating policies for effective governance



MANAGING CHANGE FOR BUSINESSES ORGANISATION'S SUCCESS

OVERVIEW

To succeed in the business environment, organisations need to adopt the concept of change in order to remain competitive. The need for effective management systems and methods that will enable organisations to remain highly productive while coping with change are very important.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Managing Change for Business and Organisation's Success
- Leading and Managing Change for Business Success
- Planning and Introducing Change
- Impact of Change
- Resistance Issues in Change management
- Encouraging Creativity, Innovation, and Knowledge Building
- Creating Strategies for Overcoming Barriers to Change
- Changing Team
- Team and Personal Strategies for Making Change Happen

BOOKING DETAILS

London: 24th Feb. – 7th Sep, 2nd – 13th June, 11th – 22nd Aug, 18th – 29th Aug, 20th – 31st Oct, 24th Nov. – 5th Dec

Dubai: 3rd – 14th Sep, 21st Oct – 2nd Nov., 30th June – 11th July, 1st – 12th Sep, 29th Sept – 10th Oct, 10th – 21st Nov

Paris (France): 12th – 23rd Nov., 9th – 20th June, 22nd Sept. – 3rd Oct

Houston (Texas): 10th – 21st Aug



LEADING WITH AUTHENTICITY AND PURPOSE

OVERVIEW

The heart of genuine leadership is trust. However, trust can quickly be undermined if subordinates, colleagues, and other important stakeholders sense a leader is insincere, lacking in vision or unwilling to take responsibility. Authentic leaders are true to the self and true to the values that they hold dear.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Authentic Leadership
- Influence, Authority & Power
- Building Confidence and Optimism
- Practicing the Art of Possibility
- Flexibility in Leadership Styles
- Creating Strong Connections with Others
- Emotional Intelligence at Work
- Coaching to Peak Performance
- Coaching Fundamentals
- Motivation & Learning
- Empowering Individuals & Teams
- Ethics for Sustainable Success
- Ethics, Personal Values, and the Authentic Leader
- Dealing with Ethical Dilemmas

BOOKING DETAILS

London: 24th Sep – 4th Oct, 5th – 16th Nov., 30th June – 11th July, 13th – 24th Oct

Dubai: 10th – 21st Aug, 24th Feb. – 7th Sep, 10th – 21st Sep, 28th July – 8th Aug, 22nd Sept. – 3rd Oct

Amsterdam: 11th – 22nd Aug

OBJECTIVES

The objectives of the course are to enable participants:

- Foster Innovation and Creativity
- Understand how to make Ethical Decision and to empower others



CREATIVE THINKING: INNOVATIVE SOLUTIONS TO COMPLEX CHALLENGES

OVERVIEW

The most successful executives are inspiring leaders, smart strategists and creative thinkers. Across every business function, creativity is central to solving complex problems, developing new strategies, facilitating innovation, and driving change within the organization. This course focuses on how to build a competitive advantage by fostering a creative culture that sparks inspiration.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Creative Challenges: A Team Sport
- The Place to Begin: Reframe the Challenge
- Innovation and Creative Thinking
- Building a Creative Organization
- Implementing a Thinking Methodology
- overcomes Barriers to Innovative Thinking
- Reframing Problems, Making New Connections, and Challenging Assumptions
- Using Questions to Brainstorm and Solve Business Problems More Effectively
- Generating and Enhancing New Ideas, Strategies, and Techniques.
- Approach to Organizational

BOOKING DETAILS

Dubai: 19th – 30th Nov., 7th – 18th July, 18th – 29th Aug, 15th – 26th Sep, 13th – 24th Oct

London: 5th – 16th Nov., 9th – 20th June, 4th – 15th Aug

Istanbul (Turkey): 20th – 31st July, 26th Nov. – 6th Dec.

Vienna: 24th Feb. – 7th Sep

OBJECTIVES

- This course will enable participant to:
- Gain a practical tool set for solving intransigent problems by incorporating creative thinking into day-to-day processes



STRATEGIC MANAGEMENT: COMPETITIVE AND CORPORATE STRATEGY

OVERVIEW

Employees are more productive and motivated when they feel a greater sense of involvement in establishing their organization's goals and ideals.

Effective management produces concrete approaches for tackling long-standing and difficult organizational problems. This course has been structured to equip participants with the skills needed for effective performance.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Strategic Management: Competitive and Corporate Strategy
- Aligning with Mission and Vision of the Organisation
- Effective Policy Analysis and Implementation
- High Impact Leadership
- Global Strategic Management
- Self-Evaluation
- Developing Executive Management
- Best Practice Skills for Managerial Excellence
- Corporate Culture and Performance
- Setting Standard for Organisational Effectiveness

BOOKING DETAILS

London: 31st Sep – 11th Oct, 9th – 20th June, 23rd June – 4th July, 11th – 22nd Aug, 18th – 29th Aug, 17th – 28th Nov

Dubai: 27th July. – 7th Aug, 3rd – 14th Sep, 17th – 28th Sep, 14th – 25th Oct

Vienna: 19th – 30th Nov.

Istanbul (Turkey): 3rd – 14th Aug, 26th Nov. – 6th Dec.

OBJECTIVES

At the end of the course, you will:

- Be able to champion the adoption and implementation of good competitive and corporate strategy in their organisations



MANAGING YOURSELF AND LEADING OTHERS THROUGH DIFFICULT TIME

OVERVIEW

As the business world is now moving very fast, leaders and managers must rise to the challenge of keeping their knowledge and skills up-to-date. Being able to manage yourself effectively is an essential prerequisite for leading others. This course is designed to help participants become more effective leaders by learning skills needed in managing yourself and leading teams.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Managing Yourself and Leading Others
- Making the Most of an Unforeseen Situation
- Distinguishing Management Myth from Reality
- Turn Difficult Conversations into Positive Practices
- Understanding the Motivations of Colleagues and Competitors
- Recognizing Strengths and Blind Spots in Yourself and Others
- Building Emotional Intelligence to Communicate Effectively
- Influencing others from a Position of Authority—or Without Authority
- Managing within Organizational Hierarchies

BOOKING DETAILS

London: 10th – 21st Aug, 24th Sep – 4th Oct, 28th Oct – 9th Nov., , 28th July – 8th Aug, 8th – 19th Sep, 20th – 31st Oct

Dubai: 10th – 21st Sep, 2nd – 13th June, 30th June – 11th July, 4th – 15th Aug, 1st – 12th Dec

Houston (Texas): 11th – 22nd Aug, 27th Oct – 7th Nov

OBJECTIVES

At the end of this course participants will be able: ·

- To Improve performance by strengthening their leadership skills
- To Manage team, their bosses and colleagues more effectively



MANAGING RESPONSIBLY: PRACTICING SUSTAINABILITY, RESPONSIBILITY AND ETHICS

OVERVIEW

Managers are increasingly confronted with issues of sustainability, responsibility and ethics. Managing responsibly is an integrative approach to sustainability, responsibility and ethics, which allows you as a manager to deal competently with such challenges. This course will facilitate participant learning process to engage in changing practices to make them more sustainable.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Managing Responsibly
- Management: Basics and Processes
- Principles of Responsible Management
- Global Sustainability, Responsibility and Ethics
- Sustainability Management from a Responsible Management Perspective
- Management's Responsibilities in a Complex World
- Exploring the Role Performance of Corporate Ethics Officers
- Sustainability from an Order Ethics Perspective
- Making Sustainability Work: Best Practices in Managing

BOOKING DETAILS

Dubai: 3rd – 14th Aug, 12th – 23rd Nov., 25th Aug. – 5th Sep, 6th – 17th Oct

London: 10th – 21st Sep

Istanbul (Turkey): 13th – 24th Oct

Miami (Florida): 15th – 26th Sep

OBJECTIVES

At the end of this course the participants will be able to:

- Gain insight to the three constituting fields of managing responsibly: sustainability, responsibility and ethics
- Identify, understand and facilitate individual action that can lead to change at the organisational and system level.



PROBLEM SOLVING AND BUSINESS DEVELOPMENT

OVERVIEW

Every organization across the world face one form of problem or the other, however the ability to solve problem effectively helps organization to continue to succeed and stay on top of their game. Change comes in different way people need to develop ways of taking advantage of changes that arise in business environment and prioritize potential solutions.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Information Gathering and Analysis
- Creative Thinking and Strategy
- Underrating the root cause of the Problem before Action
- Innovation and Self-Awareness
- Leadership role in Solving Business Issues
- Situational Leadership Role
- Interpersonal skills and Self-Development
- Strategic Planning and Actualizations
- Brainstorming and Innovation
- Finding Solutions to Complex Challenges
- Thinking outside the Box: Ideas to Value Creations

BOOKING DETAILS

London: 13th – 24th July, 24th Sep – 4th Oct, 21st Oct – 2nd Nov., 7th – 18th July, 29th Sept – 10th Oct

Dubai: 19th – 30th Nov., 17th – 28th Nov

Paris (France): 26th Nov. – 6th Dec.
Istanbul (Turkey): 4th – 15th Aug, 13th – 24th Oct

Vienna: 18th – 29th Aug, 1st – 12th Sep

Amsterdam: 20th – 31st Oct

OBJECTIVES

At the end of this course the participants will be able to:

- Develop skills in solving individual and organizational problem
- Prioritize potential solutions for any problem emanating from work place



ASSERTIVENESS SKILLS: COMMUNICATING WITH AUTHORITY AND IMPACT

OVERVIEW

Building confidence amongst professional members of a business or any organization requires some certain skills that create the ability to respond confidently and professionally in a range of situations, including those that are difficult or stressful to handle. This course is designed to create for the participant an opportunity to develop skills in dealing confidently.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- General Overview of Assertiveness Skills: Communicating with Authority & Impact
- Communication Skills in the Office
- Essential Negotiation Skills
- Essential Administrative Skills
- Relationship Management
- Self-Fulfillment and Development
- Awareness and Determination
- Using Emotional Intelligence at Workplace
- Leading with Authority
- Developing Positive Mental Attitude
- Communicating with Confidence
- Learning to Be More Assertive
- Team Building
- Leadership Skills and Styles

BOOKING DETAILS

London: 3rd – 14th Sep, 19th – 30th Nov., 14th – 25th July, 25th Aug. – 5th Sep, 15th – 26th Sep, 3rd – 14th Nov

Dubai: 4th – 15th Aug, 6th – 17th Oct

OBJECTIVES

At the end of the course, participants will be able to:

- Communicate effectively and assertively at all levels
- Learn how to improve their communication skills to enhance their relationships



INTEGRATING STRATEGIC, OPERATIONAL & TACTICAL LEADERSHIP FOR OUTSTANDING PERFORMANCE

OVERVIEW

In today's fast-paced, complex business environment, effective leadership is essential at every level of an organization. However, many organizations struggle with misalignment between different leadership roles strategic, operational, and tactical leading to gaps between vision, strategy, and execution.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Strategic, Operational, and Tactical Leadership
- Common Challenges when Leadership Levels Operate in Silos.
- Strategic Leadership
- Visionary Thinking & Long-Term Planning
- Developing Strategies that Ensure Organizational Competitiveness and Adaptability.
- Leading through Change, Uncertainty, and Disruption.
- Techniques for clear Communication of the Vision to Ensure Alignment.
- Operational and Tactical Leadership
- Translating Strategy into Action

BOOKING DETAILS

London: „, 21st July – 1st Aug, 8th – 19th Sep, 17th – 28th Nov

Dubai: 24th Feb. – 7th Sep, 10th – 21st Sep, 12th – 23rd Nov., 23rd June – 4th July, 11th – 22nd Aug, 20th – 31st Oct

OBJECTIVES

This course is design to enable participants to:

- Understand the distinct roles and responsibilities of strategic, operational, and tactical leadership
- Learn how to integrate these leadership levels for a cohesive and aligned organization

ATTRACTING AND SUSTAINING PRODUCTIVE RELATIONSHIPS AND BUILDING SKILLS FOR WORKABLE TEAM



OVERVIEW

An increasing number of organisations are relying on teams – project teams, product development teams, virtual teams, and autonomous working teams to compete in a rapidly changing domestic and global market. A good working relationship in an organisation helps to improve the morale of team members and increase productivity.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Team Building
- Developing a Powerful Self-Coaching Programme for your Team
- Development of Empowering Team Dynamics · Achieving Communication Engagement and Alignment
- Building Good Working Relationships
- Understand how to Develop and Maintain Effective Working Relationships
- Creating and Communicating the Vision
- Managing Change within the Team

BOOKING DETAILS

London: 5th – 16th Nov., ,
7th – 18th July, 13th – 24th
Oct

Dubai: 10th – 21st Aug, 3rd –
14th Sep

OBJECTIVES

By the end of this course, participants will learn:

- How to identify the different types of teams & develop different strategies for working relationship
- The role of the leader in team situations as the facilitator of engagement, collaboration, innovation, trust and empowerment in team situations



INNOVATION AND STRATEGY FOR BUSINESS GROWTH

OVERVIEW

In order to stay firm in today's global economy, there is need to understand the strategies involve in business management and development. This course has been designed to equip participants with the knowledge and techniques for formulating effective business planning approach and innovation for the success of their organisations.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Innovation and Strategy for Business
- Global Business Strategy Formulation
- Advertising Decisions
- Establishing a Competitive Advantage in Business Strategy
- Managing Customer Experiences
- Business Model Innovation & Value Creation
- Strategic Innovation
- Corporate and Business Unit Strategic Decisions
- Analytical Framework and Tools
- Market and Customer Analysis
- Business Meeting – Effective Meeting Planning
- Value innovation in business

BOOKING DETAILS

London: „, 21st July – 1st Aug, 8th – 19th Sep

Dubai: 24th Feb. – 7th Sep, 10th – 21st Sep, 12th – 23rd Nov., 23rd June – 4th July, 11th – 22nd Aug, 20th – 31st Oct, 17th – 28th Nov

OBJECTIVES

The objectives of the course are, to:

- Provide participants with the tools and techniques required to formulate, implement, and monitor business plans
- Educate participants on how to apply strategic concept to their business environment



EMOTIONAL INTELLIGENCE: ATTITUDES AND BEHAVIOURS

OVERVIEW

Leaders in an organization need to have an insight on how greatly their own emotions impact their overall performance and how understanding and dealing with the emotions of others can improve individual and team performance. However, the reverse is the case when leaders tend to neglect the impact of emotional intelligence for organisational success.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Emotional Intelligence: Attitudes and Behaviour
- Level of Individuals' Emotional Intelligence
- Self-Motivation and Job Enrichment
- Influencing Partnering Skills for Enhanced Team Performance
- Reframing and Responding to Challenges Skillfully
- Psychometric and Behavioural Tools · Skills for Conflict Resolution and Dealing with Difficult Situations
- Drivers of Individual Thoughts, Feelings and Actions
- Emotional Intelligence and Success

BOOKING DETAILS

London: 20th – 31st July, 3rd – 14th Aug, 10th – 21st Sep, 12th – 23rd Nov., 4th – 15th Aug
Istanbul (Turkey): , **Dubai:** 8th – 19th Sep, 6th – 17th Oct
Geneva (Switzerland): 1st – 12th Dec

OBJECTIVES

At the end of the course, the participants will be able to:

- Apply the principles of emotional intelligence
- Take control of difficult situations and resolve conflicts in a friendly manner
- Improve their ability to manage, coach, influence and support others

FINANCE & ACCOUNTING FACULTY

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PROJECT FINANCIAL MANAGEMENT

OVERVIEW

Effective financial management lies at the heart of the management of special projects. Such projects succeed when their finances are effectively managed. This course has been designed to teach participants the skills for managing the finances of projects.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Accounting Principles and Financial Statements
- Mastering Project Performance Objectives
- Public Sector Projects: Cost-Benefit Analysis, and Value for Money Concepts
- Commercial Project Objects: The Risk and Reward Relationship
- Using Financial Criteria to Measure Project Success
- Identifying Critical Success Factors and Developing Key Performance Indicators (KPIs)
- Working Capital Management and Cash Flow Improvement
- The Time-Cost-Quality Triangle
- Project Finance Basics

BOOKING DETAILS

London: 24th Feb. – 7th Sep

Dubai: 5th – 16th Nov.

OBJECTIVES

The objectives of the course are, to:

- Enable participants to understand, analyse, interpret and use financial statements
- Enable participants use profit and cash flow as tools for measuring project success
- Stimulate participants to apply the new knowledge for effective project management.



PUBLIC FINANCIAL MANAGEMENT

OVERVIEW

The public sector requires a high standard of financial management in order to be effective in-service delivery and the enhancement of economic development. Officers in-charge of managing finance need to have the necessary skills, which should be sharpened continuously. This course has been designed to equip participants with the necessary knowledge, skills and attitude to enable their organisations perform effectively.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Public Financial Management
- Government Planning and Budgeting
- Medium-Term Expenditure Frameworks (MTEF) and Planning
- The Principles of Good Governance in a Modern Public Sector
- Ethics and the Conduct of Corporate Activities
- Effective Resource Allocation in Support of the Strategic OBJECTIVES of Organization
- Policy-Based Budgeting and Controls linked to MTEF, outputs and outcomes

BOOKING DETAILS

London: 27th July. – 7th Aug, 1st – 12th Dec

Istanbul (Turkey): 27th July. – 7th Aug

Dubai: 24th Sep – 4th Oct, 17th – 28th Nov

OBJECTIVES

The objectives of the course are, to:

- Enable participants to acquire the knowledge of modern public financial management practices
- Equip the participants with the skills to review the resource allocation, budgeting, and financial control mechanism within their organisations



STRATEGIC FINANCIAL MANAGEMENT

OVERVIEW

In order for organisations to be effective, maintain their niches and be competitive, they have to align their finances with their strategies. This requires their managing their finances strategically. In this course, participants will be taught how to align the finances of their organisations with their strategies.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Introduction to Financial Strategy
- Developing and Executing Financial Strategic Plans
- Sourcing Finance: Equity
- Sourcing Finance: Debt
- Strategic Capital Structure
- Debt Management
- Working Capital Management
- Weighted Average Cost of Capital (WACC)
- Share Valuations
- Capital Asset Pricing Model Risk
- Capital Investment Appraisal and Measurement
- Impact of Financing Decisions
- Mechanisms for Internal Control
- Monitoring and Evaluating Financial Strategies

BOOKING DETAILS

London: 27th July. – 7th Aug, 1st – 12th Dec

Istanbul (Turkey): 27th July. – 7th Aug

Dubai: 24th Sep – 4th Oct, 17th – 28th Nov

OBJECTIVES

The objectives of the course are to enable participants to:

- Identify strategic financial management tools
- Assess and evaluate proposed strategies of organisations
- Evaluate financial management options



BEST PRACTICE IN PROCUREMENT MANAGEMENT

OVERVIEW

When managed effectively, organisations benefit immensely from the procurement process which can generate a lot of values. Skills making the procurement process yield such benefits need to be acquired. This course has been designed to enable employees in charge of procurement in their organisations have in-depth knowledge of public procurement.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the Procurement Process
- Procurement of Professional Services: The Range of Different Tender Processes
- Hiring Professional Services, Purchasing Goods and Works
- Reviewing Best Practices, Cost and Value as Selecting Factors
- Pricing Methods
- Selection Procedures, Local and National Preferred Supplier Capacity
- Building a Supplier List, Buyer-Vendor Contracts for Long Term Engagement
- Terms of Reference, and Evaluation of Proposals

BOOKING DETAILS

Dubai: 18th – 29th Aug, 29th Sept – 10th Oct, 13th – 24th Oct
London: 3rd – 14th Nov

OBJECTIVES

The objectives of the course are, to:

- Enable participants to have an in-depth knowledge of the procurement process
- Expose participants to the techniques and skills for value-generating procurement
- Enable participants apply the newly acquired knowledge and skills to the procurement process of their organisations.



FINANCIAL PLANNING FOR ORGANISATIONAL EFFECTIVENESS

OVERVIEW

Effective financial planning contributes significantly to organisational effectiveness. This has made organisations to pay premium attention to planning their finances. This course has been structured to enable participants know how to plan the finances of their organisations well.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Financial Planning
- Key Steps in Financial Planning
- Developing Financial Strategic Plans · Valuating the Financial Health of Organisations
- Using Cash Flow to identify Warning Signals
- Appraising Organisations Using Financial Analysis
- Appraising a Project: Documented Cash Flows
- Measuring Risks and Returns
- Evaluating Investment Options
- Investment and Asset Valuation
- Economic Value Added (EVA)
- Use of Financial Budgets: Strategic Costing

BOOKING DETAILS

London:
29 Sept – 10 Oct

OBJECTIVES

The objectives of the course are, to:

- Teach participants the fundamentals of financial planning
- Enable participants to identify how to use financial planning to enhance the effectiveness of their organisations.



BUDGETING AND BUDGETARY CONTROL

OVERVIEW

Budgeting is the core activity of financial management used to make organisations effective and efficient in-service delivery. Organisations deliberately strengthen their acts of budgeting, as part of their financial management, in order to enhance their effectiveness. This course has been designed to educate participants on how to prepare and use budgets in their organisations.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Budget in an Organisation
- Budget Process and Procedure
- Budgeting: In the Beginning
- Budgeting: The Next Stage
- Budgeting: Final Stages
- Capital Budgeting
- Budget Implementation
- Variance Analysis of Budgets
- Application of Quantitative Techniques to Budgeting
- Information Technology and Budgeting
- Management Control Systems
- The Role of Internal Audit in Budget Management
- Alternative Budgeting Approaches
- Issues and Challenges in Budgeting and Budgetary Control

BOOKING DETAILS

London:
10th – 21st Aug

OBJECTIVES

- The objectives of the course are, to:
- Enable participants to identify the techniques of preparing and using budgets
 - Encourage participants to apply the techniques in their organisations.

INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS)

OVERVIEW

Organisations in both the public and private sectors require sound financial management, in order to be effective. Sound financial management is predicated on the use of common acceptable financial reporting standards. This course has been designed to introduce participants to standards used internationally.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Budget in an Organisation
- Budget Process and Procedure
- Budgeting: In the Beginning
- Budgeting: The Next Stage
- Budgeting: Final Stages
- Capital Budgeting
- Budget Implementation
- Variance Analysis of Budgets
- Application of Quantitative Techniques to Budgeting
- Information Technology and Budgeting
- Management Control Systems
- The Role of Internal Audit in Budget Management
- Alternative Budgeting Approaches
- Issues and Challenges in Budgeting and Budgetary Control

BOOKING DETAILS

London: 17th – 28th Sep, 15th – 26th Sep, 13th – 24th Oct

Houston (Texas): 21st July – 1st Aug
Dubai: 4th – 15th Aug, 8th – 19th Dec

OBJECTIVES

- The objectives of the course are, to:
- Introduce participants to the International Standard Financial Reporting format
 - Stimulate participants to adopt the standards in their organisations.



IPSAS - PRESENTATION, DISCLOSURE AND FINANCIAL REPORTS

OVERVIEW

The critical need to increase Transparency and Accountability Programme in the use of financial resources by governments at all levels in order to stem the eruption of crisis and vitiate development efforts has necessitated the development and adoption of internationally acceptable public sector financial standards.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Introduction to IPSAS
- Conceptual Framework for General Purpose Financial Reporting by Public Sector Entities
- Reporting & Disclosure
- Accounting and Financial Reporting for Service Concession Arrangements
- Provisions, Contingent Liabilities and Contingent Assets
- Presentation of Financial Statements and Cash Flow Statements
- Presentation of Budget Information in Financial Statements

BOOKING DETAILS

London: 17th – 28th Sep, 15th – 26th Sep, 13th – 24th Oct, 8th – 19th Dec
Miami (Florida): 21st July – 1st Aug

Vienna: 4th – 15th Aug
Dubai: 20th – 31st July

OBJECTIVES

The objectives of this course are, to:

- Introduce participants to the IPSAS
- Enable participants to understand the necessary steps required for adopting and implanting the standards



CORPORATE FINANCIAL PLANNING

OVERVIEW

To remain competitive, organisations need to constantly improve on their ability to predict their future operations and their related resource requirements that will enable them to adjust their plans. This course has been designed to equip participants with the tools with which to make their organisations maintain competitive edge over their competitors in the market.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Introduction to Corporate Financial Planning and Growth
- Understanding the Business Environment
- Business Forecasting
- Integrating Strategy with the Balanced Scorecard
- Developing Organisational Budgets and Allocating Resources
- Developing Departmental Budget
- Budgetary Control and Variance Analysis
- Planning and Managing Cash Flow
- Investment Appraisal
- International Financial Reporting Standards

BOOKING DETAILS

London:

10th – 21st Aug, 21st Oct – 2nd Nov.

OBJECTIVES

The objectives of the course are, to:

- Introduce participants to the cutting-edge methods for optimising the results of corporate financial planning
- Enable participants to use corporate financial planning to enhance organisational work.



PUBLIC FINANCIAL ADMINISTRATION

OVERVIEW

The performance of public sector organisations is partly determined by the quality of financial management. Where there is good financial administration, organisations perform effectively.

But with poor financial administrations, organisations perform ineffectively. This course aims at teaching participants the techniques of and skills for effective financial administration.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Financial Management
- Fundamentals of Budgeting and Budgetary Control
- Sourcing of Public Sector Finance
- Best Practices in Public Sector Financial Management
- Public Economics and Finance: The Role of Government
- Financial Accounting Processes and Elements
- Public Expenditure and Revenue Analysis
- Fiscal Responsibility in the Public Sector
- International Public Sector Accounting Standards (IPSAS)
- Pay Systems in the Public Sector

BOOKING DETAILS

London: 10th – 21st Aug, 21st Oct – 2nd Nov., 18th – 29th Aug

Dubai: 24th Sep – 4th Oct

OBJECTIVES

The objectives of the course are, to:

- Teach participants the skills for effective financial administration
- Enable participants to apply the skills in their organisations.



INTERNATIONAL PROCUREMENT

OVERVIEW

Considering the significance of procurement control in managing the prudent use of resources, organisations engaging in international operations need to know and be guided by the international, legal, financial and procedural issues involved in the procurement of goods and services. This course has been designed to expose participants to these issues.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of International Procurement
- Public Procurement Reforms
- National Procurement Laws and Institutions
- Costing and Pricing of Goods and Services
- International Procurement
- Selection of Consultants in International Procurement
- Principles of Writing International Procurement Contracts
- International Competitive Bidding (ICB)
- Bid Procedures and Systems for Detecting and Preventing Procurement Frauds

BOOKING DETAILS

Dubai:

18th – 29th Aug, 29th Sept –
10th Oct, 13th – 24th Oct

OBJECTIVES

The objectives of the course are, to:

- Enable participants know the elements of international procurement
- Equip participants with the necessary skills for effective international procurement
- Encourage participants to handle international procurements.



FORENSIC AUDITING AND ACCOUNTING

OVERVIEW

Effective detection of fraud goes a long way to curb its re-occurrence. Consequently, an intensification of detection efforts will greatly deter the perpetration of fraud. One of the effective ways of fraud detection is forensic auditing, which organisations are encouraged to adopt and use.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Forensic Auditing
- White Collar Crime and Business Risk
- The Blade Economy: Awareness and Profile
- Money Laundering and Proceeds of Crime · Government and Business Risk Overview
- Nature, Types, and Scale of Fraud
- Limitations of Traditional Audit Techniques
- Detection Using the Forensic Toolkit
- Use of Publicly Available Information
- Interviewing in a Stressed Environment
- Assessing Quantum of Loss

BOOKING DETAILS

Dubai:
27th Oct – 7th Nov

OBJECTIVES

- The objectives of the course are, to:
- Introduce the concept of forensic auditing to participants
 - Enable participants to identify the techniques and skills for the concept
 - Stimulate participants to get their organisations to adopt the use of forensic auditing.



PERFORMANCE AUDIT

OVERVIEW

Public institutions and organisations must achieve their goals in the most effective, efficient and economical way. One of the very important tools for achieving this is professional performance auditing. Consequently, it is important for organisations to learn how to carry out such audits and how to profit from the results in the best possible way.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Concept, Purpose, and Benefits of Performance Audit
- Performance Audit Methodology
- Performance Audit Skills
- Internal Auditing Standards in Performance Audit
- Skills of the Performance Auditor
- Planning, Preparing, and Organizing Performance Audits
- Design Matrix in Performance Audit
- Scope and Design of Performance Audit
- Setting of Performance Indicators and Performance Criteria
- Conducting Performance Audit
- Methodology of Undertaking Performance Audits

BOOKING DETAILS

Dubai:
27th Oct – 7th Nov

OBJECTIVES

- The objectives of the course are, to:
- Introduce the concept of performance audit
 - Enable participants to identify the techniques and methods used in performance auditing
 - Stimulate participants to use the skills acquired in carrying out performance audit functions.



MAXIMISING VALUE FOR INTERNAL AUDIT

OVERVIEW

In appreciation of the importance of internal audit in organisations, it is imperative to organize the function in such a way as to make it yield maximum benefits to organisations. This course will expose participants to the measures required to be taken in order to achieve this.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Internal Audit Standards and Practices
- Internal Audit as a Partner to Management
- International Statements of Auditing Practice and Interpretation of Accounts
- Performance, Quality and Implementation Standards
- Audit Management and System
- System Strengths and Business Optimization
- Risk Management and Operation Solutions
- Evaluation and Ranking of Operational Risks
- Reinforcement of Internal Controls

BOOKING DETAILS

Dubai:
27th Oct – 7th Nov

OBJECTIVES

- The objectives of the course are, to:
- Enable participants establish the principles and procedures required for carrying out audit functions
 - Acquaint participants with the functions and responsibilities of internal auditors



EFFECTIVE PUBLIC PROCUREMENT MANAGEMENT

OVERVIEW

One way of making the expenditure of organisations cost-effective is to control the procurement processes, by which means wastages will be curtailed. Organisations need to put in place measures that will control their procurements using best practices. One of these measures includes training employees in charge of procurement to acquire the necessary skills.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the Public Procurement Process
- Understanding Public Sector Organisations
- The Procurement Expenditure Cycle
- The Place of Procurement in Budget Preparation, Implementation, and Control
- Supply Chain Management
- The Relationship between Public Sector Purchasers and Private Sector Vendors
- Transparency and Accountability in the Public Procurement System
- Public-Private Partnership in Public Procurement

BOOKING DETAILS

London: 29th Sept – 10th
Oct

Dubai: 18th – 29th Aug, 13th
– 24th Oct

OBJECTIVES

The objectives of the course are, to:

- Enable participants understand the elements of effective procurement
- Introduce participants to the skills for effective procurement

HUMAN CAPITAL FACULTY

- ✓ Strategic development of organizational talent
- ✓ Equipping professionals with dynamic, in-demand skills
- ✓ Focus on idea generation, problem-solving & innovation
- ✓ Enhancing individual and organizational performance
- ✓ Continual learning as a driver of economic success







EFFECTIVE REWARD AND COMPENSATION SYSTEMS FOR ORGANISATIONS

OVERVIEW

One of the effective means of boosting organisational performance is the maintenance of an effective rewards and compensation system. This is because individual employee performance and overall organisational performance are significantly affected by the type of reward system used by organisations.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Payroll Obligations and Requirements
- Reward Management System
- Strategic Reward Management
- Tools and Techniques of Reward Management
- Grading and Wage Structure
- Wages and Salaries Survey and Review
- Wage Policies
- Reviewing and Implementing Strategic Rewards
- Evaluating Rewards: Grading and Wage Structure
- Industrial Relations Practice and Reward Management
- The Relationship between Rewards and Performance

BOOKING DETAILS

London: 18th – 29th Aug
Dubai: 27th Oct – 7th Nov

OBJECTIVES

The course aims at:

- Introducing participants to the various reward and compensation systems
- Equipping participants with the techniques of formulating and implementing performance – inducing reward systems



SKILLS FOR EFFECTIVE PEOPLE MANAGEMENT IN PROJECTS AND PROGRAMMES

OVERVIEW

Projects and programmes are able to achieve their targets where the people they employ are able to give in their best as the strategic partners in the resource profiles of organisations. This is made possible by organisations ensuring that their managers or key personnel possess the skills with which to perform at their peak.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Corporate Governance
- Skills of the Effective Contemporary Manager
- Understanding and Managing the Expectations of Key Stakeholders
- People versus Vital Assets
- Managing Relationships: Balance between Management and the Board
- Shifts in Management Paradigm
- Managing Diversity in Organisations
- Employee Commitment, Motivation, and Job Satisfaction
- Balanced Score Card
- Inspirational Leadership
- Social Entrepreneurship
- Managing Knowledge Workers

BOOKING DETAILS

Dubai: 19th – 30th Nov.,
London: 1st – 12th Dec

OBJECTIVES

- The objective of the course is to equip participants with the techniques of managing the people they work with effectively for the attainment of set goals.



LEADING AND MANAGING CHANGE

OVERVIEW

It is common knowledge that change is the only thing permanent in life, as change is pervasive in all spheres of individual and organisational life. One basic strategy for success is to approach and use change positively. It is therefore, required of individuals and organisations to anticipate change, plan for it and get the best out of it.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Change as a Permanent Phenomenon
- Integrity Platform: Vision, Mission and Values
- Phases and Characteristics of Change
- Approaches to Designing, Planning, and Implementing Organisational Change
- Models for Managing Organisational Change
- Workforce Restructuring
- Effects of Change on Individual and Organisational Performance
- Leading During Changing Times
- Managing During Changing Times
- Planning for Successful Change

BOOKING DETAILS

London: 2nd – 13th June, 11th – 22nd Aug, 18th – 29th Aug, 8th – 19th Sep, 20th – 31st Oct, 24th Nov. – 5th Dec

Dubai: 3rd – 14th Sep, 31st Sep – 11th Oct, 30th June – 11th July, 8th – 19th Sep, 29th Sept – 10th Oct, 10th – 21st Nov

Paris (France): 28th Oct – 9th Nov, 12th – 23rd Nov.

Houston (Texas): 10th – 21st Aug

OBJECTIVES

At the end of the course, participants will be able to

- Know the phases of change
- Acquire the skills for planning and managing change



BEST PRACTICES IN HUMAN RESOURCE MANAGEMENT FOR ORGANISATIONAL PEACE

OVERVIEW

The prevalence of peace in the work place is fundamental for effective and profitable performance and organisational sustenance. Organisational peace can be engendered partly by the employment and use of result-oriented best practices in human resource management.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Human Resource Management
- Contemporary Human Resource Management Best Practices
- Productivity Enhancing Corporate, Values, and Ethics
- Contemporary Industrial Relations Practices
- Management and Leadership Style That Work
- Developing and Embedding Positive Behaviour in the Work Place
- Recruiting and Retaining High Performance Employees
- Building and Monitoring Work-Life Balance for Employees in the Work Place
- Balanced Employee Portfolio

BOOKING DETAILS

London: 19th – 30th Nov., ,

Dubai: 17th – 28th Aug

OBJECTIVES

By the end of the course, participants should be able to:

- Enumerate contemporary best practices in human resource management
- Identify the practices to be adopted by their organisations
- Describe how their organisations can adopt the best practices



LEADERSHIP, HUMAN RESOURCES AND CHANGE MANAGEMENT: ATTITUDES AND BEHAVIOURS

OVERVIEW

It is pertinent for organisations to harness their leadership and human resources effectively in order to manage changes they are bound to encounter.

Success in this regard can be recorded when functionaries in charge of directing the course of affairs in organisations are adequately empowered to handle this inevitable phase in organisational development.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Leadership, Human Resources and Change Management
- Integrity Platform: Vision, Mission and Values
- Significance of leadership and Management Responsibilities in the Change Process
- Leading During Changing Times
- Leadership Skills and Strategies for Influencing Attitudes and Behaviours in the Changing Process
- Engaging Stakeholders in the Change Process
- Identifying Opportunities for Change

BOOKING DETAILS

London: 19th – 30th Nov., ,
Dubai: 26th Nov. – 6th Dec.
Barcelona: 12th – 23rd Nov.

OBJECTIVES

The objectives of this course are, to:

- Enable participant identify the significant roles of the leadership and human resources of organisations in managing change



COACHING AND SUCCESSION PLANNING

OVERVIEW

To guarantee and sustain effective performance, organisations need to coach their personnel, and put in place succession plans that will make existing high performing workers to be succeeded by equally performing colleagues. In this course, participants will be taught skills required for coaching and drawing up succession plans.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Organisational Performance
- Strategic Human Resource Planning
- Setting Strategic Organisational Direction
- Organisational Competence and Talent Profile Assessment and Analysis
- Workforce and Assessment
- Human Capital Standards for Success
- Empowering and Motivating Individuals and Teams
- Fundamentals of Coaching for Peak Performance
- Approaches to Coaching at the Workplace

BOOKING DETAILS

Dubai: 7th – 18th Oct, 19th – 30th Nov., ***London:*** 17th – 28th Aug

OBJECTIVES

The objectives of the course are to:

- Introduce participants to the methods of coaching
- Enable participants to know the methods and techniques of succession planning
- Make participants use coaching and succession planning to sustain effective performance in organisations.



HUMAN RESOURCE STRATEGIES FOR TRANSFORMING ORGANISATIONS

OVERVIEW

Human resources have the unique role of being the strategic partner coordinating all the other resources for the achievement of organisational goals. This role bestows on human resources the ability to direct the development path of organisations. Human resources can therefore, be used to propel organisations to their desired corporate destinations.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Organisational Transformation: Types and Processes
- Managing Organisational Transformation
- Human Resource as a Strategic Partner and Primary Resource of Competitive Advantage for Organisations
- Human Resource strategy Formulation
- Global Best Human Resource Management Practice
- Contemporary Human Resource Management and Development Strategies: Coaching and Mentoring
- Individual Motivation and Improved Organisational Results

BOOKING DETAILS

London: 18th – 29th Aug

Dubai: 1st – 12th Sep

OBJECTIVES

The objectives of the course are to enable participants to:

- Identify transforming organisations
- Enumerate the process and types of organisational transformation



PROJECT MANAGEMENT FACULTY

- ✔ Strategic development and transformation
- ✔ Vital partnerships between public and private sectors
- ✔ Driving GDP growth, productivity & innovation
- ✔ Result-oriented culture of good project management







MASTERING PROJECT MANAGEMENT

OVERVIEW

The premium placed on project management in organisations today has made technocrats to aim at specializing in the art, thereby becoming experts.

Consequently, they take steps to build their capacities and expertise in project management. This course aims at aiding discerning technocrats to become effective project managers.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Complexities of Project Management
- Standards for Project Management
- Managing projects in Rapidly Changing Business Environments
- Project Integration Management
- Developing the Project Schedule
- Analysing Project Cost · Areas of Expertise in Project Management
- Project Scope Management
- Project Time Management
- Project Quality Management
- Project Human Capital Management
- Project Communication Management

BOOKING DETAILS

London: 24th Feb. – 7th Sep, 3rd – 14th Sep, 3rd – 14th Nov

Dubai: 10th – 21st Aug, 17th – 28th Sep, 7th – 18th Oct, 5th – 16th Nov., 25th Aug. – 5th Sep

Houston (Texas): 1st – 12th Sep

OBJECTIVES

At the end of the course, participants should be able to:

- Define and initiate projects and their scopes
- Develop schedules and cost performance baselines for projects



PROJECT MANAGEMENT, SCHEDULING AND COMPLIANCE

OVERVIEW

To maximise the benefits of project management, organisations have to ensure that the initiation, design, planning scheduling, implementation and control of projects comply with legal requirements and also fall within their policies and programmes. Due attention needs to be paid to all these three major aspects of project administration.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Understanding Project Management Fundamentals
- Identifying Project Management Processes
- Examining Project Management Framework
- Reviewing Project Management Body of Knowledge
- Legal and Regulatory Framework for Project Management
- Corporate Vision, Mission, and Core Activities
- Initiating Projects · Planning Projects
- Project Scheduling Overview
- Project Scheduling Set Up
- Schedule Task Analysis
- Estimating Time

BOOKING DETAILS

London: 3rd – 14th Aug, 14th – 25th Oct, 30th June – 11th July, 17th – 28th Nov

Dubai: 13th – 24th July, 10th – 21st Aug, „ 11th – 22nd Aug

Houston (Texas): 10th – 21st Sep

OBJECTIVES

The objectives of the course are, to:

- Enable participants to learn all aspects of project management
- Prepare participants to acquire the requisite knowledge to enter PMP



PROJECT MANAGEMENT, MONITORING AND REPORTING

OVERVIEW

A well-functioning monitoring and evaluation system helps guide the intervention strategy and ensures effective operations for all key stakeholders. Traditional project management placed monitoring and evaluation as the last step in the project cycle however, contemporary project management practices lay emphasis on monitoring and evaluation as an important aspect.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview Project Management
- Concepts and Roles of Project Monitoring and Evaluation
- Research Techniques
- Projects Management Reporting
- Institutional Framework for Monitoring and Evaluation
- Tools and Techniques of Monitoring and Evaluation
- Designing M & E System
- Projects Life Circle
- Project Risk and management
- Result-based M&E
- Computer Applications in M&E
- Writing M&E Report
- Role of ICT in Project Management Evaluation

BOOKING DETAILS

London: 24th Feb. – 7th Sep, 3rd – 14th Sep, 21st Oct – 2nd Nov., 22nd Sept. – 3rd Oct

Dubai: „, 11th – 22nd Aug

Paris (France): 25th Aug. – 5th Sep

OBJECTIVES

At the end of the course, participants will be able to:

- Situate the roles of projects in the development process
- Discuss the significance and roles of monitoring and evaluation in project implementation



PROJECT GOVERNANCE BEST PRACTICES

OVERVIEW

Effective project management is dependent on good project governance, which is the process of project management that ensures the success of a project. So organisations whose growth and success are driven by investing in, or delivering projects, regardless of the project type, size, or nature need to adopt the best set of governance practices in managing their projects.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Project Governance
- Understanding Projects and Governance in Projects Management
- Project Governance Principles
- Managing Successful Projects
- Project Governance Framework
- Roles and Responsibilities
- Tools and Methodologies
- Control Mechanisms
- Project Management Activities
- Reporting and Disclosure
- The Need for Control
- Risk Management
- Project Status and Progress Reporting
- Scope Management
- Time and Cost Management
- Stakeholder Management

BOOKING DETAILS

London: 3rd – 14th Aug, 21st Oct – 2nd Nov., 26th Nov. – 6th June, 30th June – 11th July, 8th – 19th Sep

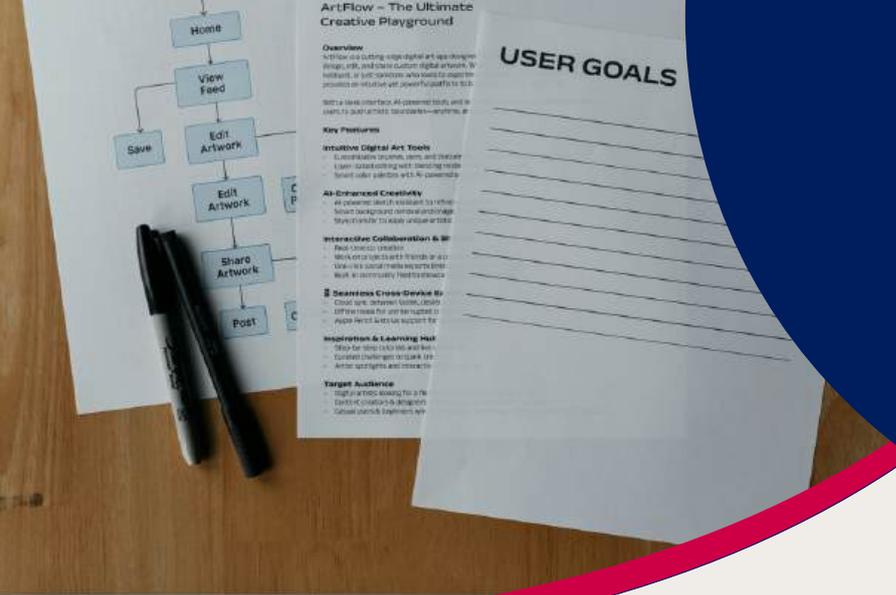
Dubai: , 13th – 24th Oct

Istanbul (Turkey): 18th – 29th Aug

OBJECTIVES

The objectives of the course are, to:

- Enable participants to have a better understanding of the course and have an insight into the roles and responsibilities required to establish sound Project governance procedures



PROJECT MANAGEMENT ESSENTIALS

OVERVIEW

When a project is poorly managed and falls short of budget target and timeframe, the project is bound to fail and can cause unplanned damage to reputation, and client trust. This course has been designed to deepen the knowledge and capacity of participants in project management.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- General Overview of Project Management Essentials
- Planning Stage in Project Management
- Resource Planning
- Sustaining Project Success
- Project Change Control
- Project Financing
- Communications planning
- Project and Programme Implementation
- Control Techniques in Project Implementation
- Project Risk Management
- Critical Path Scheduling
- Curbing Project Failure
- Managing Change in the Project Environment

BOOKING DETAILS

London: 13th – 24th July, 24th Feb. – 7th Sep, 26th Nov. – 6th Dec., 30th June – 11th July

Dubai: 27th July. – 7th Aug, 17th – 28th Sep, 25th Aug. – 5th Sep

Amsterdam: 7th – 18th July

OBJECTIVES

The objectives of the course are to:

- Introduce participants to the A-Z of project management essentials
- Enable participants to know the elements and techniques of managing successful projects



GLOBAL BEST PRACTICE IN PROJECTS AND PROGRAMMES MANAGEMENT

OVERVIEW

As part of the determination to achieve organisational effectiveness, organisations are intensifying efforts at ensuring the success of all their projects. Consequently, they have stepped up investments in training their employees in project management in order to equip them with the requisite skills.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Global Best Practice in Projects and Programmes Management
- Project Identification, Preparation, and Approval
- Financial and Economic Analysis of Projects
- Project Financing
- Project and Programme Implementation
- Monitoring and Evaluating Projects
- Cost Control
- Managing the Project Environment
- Strategic Human Resource Management

BOOKING DETAILS

London: 27th July – 7th Aug, 24th Feb. – 7th Sep

Dubai: 10th – 21st Aug, 5th – 16th Nov., 16th – 27th Dec., 13th – 24th Oct

Houston (Texas): 10th – 21st Sep, 1st – 12th Sep

Istanbul (Turkey): 7th – 18th July,

Barcelona: 21st July – 1st Aug

Paris (France): 6th – 17th Oct

OBJECTIVES

The objectives of the course are to:

- Introduce participants to the fundamentals of project management
- Enable participants to know the elements and techniques of project management

ADVANCED PROJECT IMPLEMENTATION TECHNIQUES



OVERVIEW

In order to enhance overall performance, organisations increasingly establish projects to address critical aspects of their spheres of influence. As a way of ensuring the effectiveness of such initiatives, the personnel of such projects are continuously trained in order to build their capacities to the effect of transforming them into project management experts.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Project Implementation Techniques
- Relationship Between Project Management, Operations Management, and Organisational Strategy
- Business Values
- Project Management Body of Knowledge
- Resourcing projects: Human Capital, Finance, Technology, and Time
- Organisational Influence on Project Life Cycle
- Project Management Process Interactions
- Project Management Process Groups and Teams

BOOKING DETAILS

London: 27th July. – 7th Aug, 3rd – 14th Sep, 28th July – 8th Aug, 22nd Sept. – 3rd Oct

Dubai:,

Geneva (Switzerland): 7th – 18th July

Istanbul (Turkey): 18th – 29th Aug

Paris (France): 25th Aug. – 5th Sep

OBJECTIVES

The objectives of the course are, to:

- Deepen the knowledge of participants in project implementation techniques
- Enable participants to become effective team members of their projects



RESULT-ORIENTED PROJECT MONITORING AND EVALUATION

OVERVIEW

The desire to ensure that maximum value is derived from investments in projects has necessitated the conduct of monitoring and evaluation of projects and the attendant need to manage the function well. This course has been designed to arm participants with the techniques and tools for designing and carrying out result-oriented monitoring and evaluation.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Result-Oriented Monitoring and Evaluation
- Purpose and Objectives of Project Monitoring and Evaluation
- Critical Success Factors for the Monitoring and Evaluation of Projects
- Key Features of Result-Oriented Monitoring and Evaluation Systems
- The Application of Monitoring and Evaluation
- 10-Step Model for Building a Result-Oriented Monitoring and Evaluation System
- Selecting Key Performance Indicators
- Setting Baselines

BOOKING DETAILS

London: 26th Nov. – 6th Dec., 30th June – 11th July, 28th July – 8th Aug, 22nd Sept. – 3rd Oct

Vienna: 27th July. – 7th Aug

Paris (France): 10th – 21st Sep, 6th – 17th Oct

Dubai: 5th – 16th Nov., „ 13th – 24th Oct

OBJECTIVES

At the end of the course, participants should be able to:

- Enumerate the processes and procedures of developing monitoring and evaluation systems



REGULATING AND EVALUATING PUBLIC-PRIVATE PARTNERSHIP PROJECTS

OVERVIEW

The increasing popularity of the use of public-private partnership (PPP) as one of the effective strategies for the successful implementation of development projects and programmes has revealed the need for its regulation and evaluation in order for the strategy to be effective.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of PPP Projects
- Legal framework for PPP projects
- PPP Laws
- PPP-Related Procurement Laws
- Models of PPP
- Establishing Clear, Predictable, and Legitimate Framework for PPP
- Grounding the Selection of PPP in Value for Money
- Transparent Use of the Budgetary Process in PPP
- Regulating PPP projects
- Organising and Managing Fair and Open Competition in PPP
- Managing Contracts and Relationships in PPP Projects
- Implementing PPP Projects

BOOKING DETAILS

London:

24th Feb. – 7th Sep, 3rd – 14th
Sep

Dubai:

17th – 28th Sep, 5th – 16th Nov.,

OBJECTIVES

- The objective of the course is to introduce participants to the techniques for regulating and evaluating PPP projects, in order to equip them for the effective discharge of their responsibilities.



COMMUNICATION & PUBLIC RELATION FACULTY

- ✓ Building positive corporate reputation
- ✓ Effective community relations and CSR
- ✓ Strategies for maintaining market relevance
- ✓ Enhancement of PR knowledge and skills







PERSONAL EFFECTIVENESS, COMMUNICATION AND SELF- DEVELOPMENT

OVERVIEW

Good communication skills and professional effectiveness are central to achieving personal effectiveness and effective corporate performance. This course aims at introducing participants to the skills needed for developing their communication skills and personal effectiveness for career enhancement and goal attainment.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Communication and Personal Effectiveness
- Managing Relationship
- Managing Superiors and Subordinates
- Personal Effectiveness and Self Development
- Corporate Performance Standards and Indicators
- Skills for Working with Others
- Idea Creation
- Sustaining Corporate Governance
- Best Practice Skills for Managerial Excellence
- Effective Communication Skills
- Interpersonal Relationship Skills
- Develop Win –Win Behaviour

BOOKING DETAILS

London: 5th – 16th Nov., 9th – 20th June, 4th – 15th Aug

Dubai: 19th – 30th Nov., 7th – 18th July, 21st July – 1st Aug, 18th – 29th Aug, 15th – 26th Sep, 13th – 24th Oct

OBJECTIVES

At the end of the course, participants will be able to:

- Understand and develop good communication and build personal effectiveness



ASSERTIVENESS AND BUILDING PERSONAL CONFIDENCE

OVERVIEW

In today business environment that people of different cultures and personalities work together for the common goal of the organization, building effective personal confidence and communication skill is highly needed to build good relationship that will help in enhancing productivity and performance for the success of the organization.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Develop Assertiveness Skill for Handling Situation
- Master Persuasion and Negotiation
- Theoretical Analyses
- Different Types of Behaviour
- Effective Communication
- Self-Development and Self-Fulfilment
- Self-Reflection and Examination
- Historical Approach to Assertiveness
- Build confidence and Rapport
- Personal Communication Styles
- Self-Awareness and Determination

BOOKING DETAILS

London: 3rd – 14th Sep, 19th – 30th Nov., 25th Aug. – 5th Sep, 15th – 26th Sep, 1st – 12th Dec

Dubai: 4th – 15th Aug, 6th – 17th Oct

OBJECTIVES

The objectives of the course are to:

- Develop and model assertive behaviour for solving issues
- Develop a positive mental attitude to self and others



REPORT WRITING SKILLS

OVERVIEW

Reports constitute one of the tools for public relations. The quality of report determines in part, the effectiveness of the public relations function.

Organisations need to deliberately work towards producing high quality reports, as one of the means of polishing and protecting their public image. This course has been designed to introduce participants to the elements of, and skills for, effective report writing.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Reports as Public Relations Tools
- Types of Organisational Reports
- The Formats of Reports
- Principles of Organising Writing
- Writing Mechanics
- The Cs of Writing
- Writing Conclusions
- Editing Techniques
- Writing News Articles
- Dealing with Specific Requests
- Feature Articles and Documentaries
- Research, Data and Information Gathering
- Effective Interviewing for Information Gathering
- Using Internet Search Engines

BOOKING DETAILS

London: 17th – 28th Aug, 28th Oct – 9th Nov.

Dubai: 3rd – 14th Sep, 9th – 20th June
Miami (Florida): 15th – 26th Sep

OBJECTIVES

The objectives of the course are, to:

- Enable participants to review the elements of report writing
- Enable participants to identify the skills for effective report writing



BUILDING AND MAINTAINING CORPORATE BRANDS

OVERVIEW

Organisations face the challenge of having to let the world see and identify them for profitable engagements. Thus, to succeed in facing the challenge, organisations need to provide excellent products and services, and get involved in developments within their environment, in the course of which they contribute to developing the environment.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Branding Corporations
- The Relationship Between Corporate Brand and Product Brand
- Organisational Culture and Corporate Branding
- Organisations and Corporate Social Responsibility
- The Operating Environment
- Reputation Management
- Strategic Employee Relations
- Best Practices in Community Relations
- Stakeholder Engagement and Relationship Building
- Building and Maintaining Brand and Corporate Positions

BOOKING DETAILS

Geneva (Switzerland):
15th – 26th Sep

OBJECTIVES

The objectives of the course are, to:

- Enable participants to know the importance of organisations maintaining cordial relationship with the host communities
- Introduce participants to the strategies for engaging with the host communities



ADVANCED WRITING SKILLS FOR EXECUTIVES

OVERVIEW

Public Relations practitioners use writing extensively in carrying out their functions. Identifying the documents produced and used, and the skills required, as well as proceeding to acquire and sharpen them enhance the quality of documents for effective public relations. This course will provide participants the opportunity of learning how to use writing to carry out their functions, and then consider how to enhance the usage.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Public Relations and the Written Word
- Types of Documents used in Public Relations
- Effective speech writing
- Use of Language, Grammar, and Word Economy
- Editing Techniques
- Press Briefs
- News Bulletins
- Feature Articles and Documentaries
- Writing Position Papers
- Writing for Different Media and Audiences
- Researching for Special Writing
- Effective Presentation Types and Skills

BOOKING DETAILS

London: 17th – 28th Aug, 28th Oct – 9th Nov.

Dubai: 3rd – 14th Sep, 9th – 20th June

Amsterdam: 15th – 26th Sep

OBJECTIVES

- The objective of the course is to provide experienced Public Relations practitioners the platform on which to share experiences on the use of the written word in the management of the corporate images of organisations.



SKILLS FOR EXCELLENT COMMUNICATION

OVERVIEW

Possessing and appropriately using the skills for excellent communication enhance the benefits of the communicator. It is important for functionaries involved in corporate communication to have the skills and employ them effectively. This course has been structured to enable participants know the skills, adopt some, and use them appropriately.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Public Relations Practice
- Corporate Communication Function
- Features of Excellent Communication
- Press Releases
- Documentaries
- News Bulletins
- Magazines
- Media Relations
- Organising and Managing Press Conferences
- Crisis Management
- Technology and Infrastructure for Excellent Communication
- Skills for Excellent Communication
- Effective Use of Voice

BOOKING DETAILS

London: 17th – 28th Aug, 28th Oct – 9th Nov.

Dubai: 3rd – 14th Sep, 9th – 20th June

Amsterdam: 15th – 26th Sep

OBJECTIVES

The objectives of the course are to:

- Introduce participants to the concept of excellent communication
- Enable participants to identify skills required for excellent communication



BUSINESS WRITING SKILLS FOR IMPACT IN THE WORKPLACE

OVERVIEW

In order to build confidence within and outside organisation, it requires effective writing skills that will facilitate the influencing of their workforce to face any challenge in the business environment.

With the appropriate writing skills, their performance will be high and vice versa. Therefore, participants in this course will be introduced to effective writing skills they need to employ in order to perform better.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Business Writing Skills for Impact in The Workplace
- Communicating Corporate Values
- Business Writing Skills and Communications
- Corporate and Business Unit Strategic Decisions
- Advanced Communication and Management
- Business Writing: Creative and Persuasive Writing Skills
- Preparing Business Presentations: Communication and Writing
- Basics of a Business Proposal
- Trends in Business and Administrative Skills
- Editing and proof reading

BOOKING DETAILS

London: 17th – 28th Aug, 28th Oct – 9th Nov.

Dubai: 3rd – 14th Sep, 9th – 20th June

Geneva (Switzerland): 15th – 26th Sep

OBJECTIVES

- The objective of the course is to equip participants with the techniques needed for business writing skills.

OIL AND GAS FACULTY

- Courses designed for the oil and gas industry
- Work-related training on best industry
- Skills to enhance productivity and safety
- Contribution to operational performance







OIL AND GAS FIELD LIFE CYCLE, FIELD DEVELOPMENT AND PLANNING

OVERVIEW

The life cycle of an oil and gas field refers to the stages involved from the discovery of a hydrocarbon reservoir to its abandonment after production ceases. This training course aims to provide participants with comprehensive knowledge of the Oil and Gas Field Life Cycle, with a specific focus on Field Development and Planning.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the Oil and Gas Industry
- Key Players and Stakeholders in the Oil and Gas Industry
- Global Energy Landscape and the Role of Oil and Gas
- Oil and Gas Field Life Cycle
- Exploration Phase
- Exploration Drilling and Risk Management
- Reservoir Modelling and Estimation of Reserves
- Infrastructure Development (Platforms, Pipelines, Processing Facilities)
- Well Operation and Production Optimization

BOOKING DETAILS

London:

17th – 28th Aug, 30th June –
11th July, 18th – 29th Aug

Vienna:

28th July – 8th Aug

OBJECTIVES

The objectives of this course are to:

- Make participants understand the stages of the field life cycle: value creation and value realization
- Provide an understanding of the oil and gas field life cycle from exploration to abandonment



EFFECTIVE LEADERSHIP SKILLS IN THE OIL AND GAS SECTOR

OVERVIEW

The oil and gas sector of economies of many countries, especially developing countries, are the driving forces for their host economies. There is therefore, the need for organisations in the sector to have strong management teams to administer them. This requires the management team members to be equipped with effective leadership skills.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Oil and Gas Sector of Economies
- Effective Leadership Skills: Features, and Usefulness
- Applying Effective Leadership Skills in the Oil and Gas Sector
- Planning, Organising, Directing, and Controlling in Oil and Gas Companies
- Motivating and Inspiring the Workforce
- Delegating in Oil and Gas Organisations
- Counseling the Workforce in Oil and Gas Businesses
- Building and Managing Teams in Oil and Gas Businesses

BOOKING DETAILS

London: 27th July. – 7th Aug, 19th – 30th Nov., 23rd June – 4th July, 6th – 17th Oct

Dubai: 3rd – 14th Aug

Vienna: 28th July – 8th Aug

OBJECTIVES

At the end of the course, participants would be able to:

- Enumerate the leadership skills needed for the effective leadership of organisations
- Identify the skills they can adopt and use



RISK MANAGEMENT IN THE ENERGY SECTOR

OVERVIEW

The extent to which an investor can derive benefits from investments in the energy sector depends on the quality of managing the risks inherent in business transactions in the sector. This course aims at arming participants with the knowledge of the risks in the sector and introducing them to the techniques of managing the risks.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Business Risks
- Risks in Oil and Gas Exploration, and Production
- Oil Market Volatility
- Joint venture Risks
- Fraud Prevention, Detection, and Control in Oil and Gas Transactions
- Safety and Security Risks in Oil and Gas Transactions
- Due Diligence and Risks in the Energy Sector
- Techniques for Managing Oil and Gas Operations Business Risks
- Dispute Settlement and Resolution Mechanisms in Oil and Gas Business Transactions

BOOKING DETAILS

London:

1st – 12th Sep

Dubai:

25th Aug. – 5th Sep

OBJECTIVES

The objectives of the course are, to:

- Educate participants on the risks in the energy sector of economies of oil rich countries
- Arm participants with the techniques and strategies for managing the risks



GLOBAL BEST PRACTICES IN OIL AND GAS MANAGEMENT

OVERVIEW

Oil and gas business needs to be managed effectively in order for it to be profitably and contribute significantly to their economy and the host economies. This course has been designed to enable participants in the industry to manage the oil and Gas operation successfully.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the oil and Gas Industry
- The Role of Host Governments
- Ownership and Exploration of Resources
- Strategic Planning and Management in the Oil Industry
- Project Planning and Implementation
- Financial Management for Oil and Gas
- Team Building and Management in the Oil and Gas Industry
- Conflict Management and Resolution
- Production Management in Oil and Gas
- Quality Control in Oil and Gas

BOOKING DETAILS

London: 26th Nov. – 6th Dec.,
27th Oct – 7th Nov
Dubai: 11th – 22nd Aug, 15th –
26th Sep

OBJECTIVES

The objectives of the course are, to:

- Teach participants the elements of effective management for the oil and gas industry
- Enable participants to identify the skills for the effective management of the industry



PETROLEUM REVENUE GENERATION, TREASURY, AND FUNDS MANAGEMENT IN THE OIL AND GAS SECTOR

OVERVIEW

The oil and gas sector are major source of revenue for many governments and private entities globally. Efficient revenue generation, treasury operations, and funds management are crucial for maximizing returns, ensuring financial stability, and mitigating economic risks associated with fluctuating oil prices.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the Oil and Gas Industry's Revenue Streams
- Petroleum Value Chain: Upstream, Midstream, and Downstream Revenue Generation
- Oil and Gas Sales (Crude Oil, Refined Products, Natural Gas)
- Petroleum Revenue Generation Mechanisms
- Taxation Models: Corporate Taxes, Royalties, and Special Petroleum Taxes
- Impact of Fluctuating oil Prices on Government Revenues
- Hedging Strategies to Mitigate Price Risk
- Treasury and Cash Flow Management in the Oil and Gas

BOOKING DETAILS

London: 17th – 28th Aug, 30th June – 11th July

Amsterdam: 27th July. – 7th Aug

Dubai: 10th – 21st Sep, 13th – 24th Oct

OBJECTIVES

The objectives of this course are to:

- Provide a detailed understanding of the mechanisms and processes of petroleum revenue generation



UNDERSTANDING THE OIL AND GAS SECTORS

OVERVIEW

Globally, the oil and gas sectors are very significant sectors of the economies of countries. The sectors constitute the major source of revenue for producing countries; it is often referred to as the 'Cash Cow' of such countries. It has become necessary for policy makers to understand the operations of the sectors, be educated and be well informed for formulating potent economic policies relating to those sectors.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the Oil and Gas Sectors
- The Economic Importance of the Oil and Gas Sectors
- Oil and Gas Exploration and Extraction
- Schemes and Principles of Oil Refining
- Oil Storage, Transportation and Freight Cost
- Oil and Gas Sectors Technology
- Costs and Investment in the Sectors
- The Marketing and Distribution of Oil and Gas Products
- Oil Products Pricing
- The Demand for Oil Products
- Oil and Gas Market Development

BOOKING DETAILS

London:

10th – 21st Sep, 4th – 15th Aug,
1st – 12th Sep, 13th – 24th Oct

OBJECTIVES

- The objectives of the course are, to:
- Educate participants on the basic operations of the sectors
 - Expose participants to the social, political, and economic effects of the operation of firms in the sectors of countries



DEVELOPING OIL AND GAS BUSINESS: UPSTREAM AND DOWNSTREAM

OVERVIEW

The complexity and significance of the oil and gas sector of countries compel the need for several businesses to be developed in the sector. Doing so will enhance the operations and contributions of the sector to their host economies. It is, therefore, imperative for prospective businessmen and women interested in operating in the sector to acquire the knowledge required in order to access the sector.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- The Nature of the Oil and Gas Sectors of Economies
- Oil and Gas Businesses: Nature, Characteristics, and Challenges
- Opportunities in the Oil and Gas Sector
- Legal Framework for Oil and Gas Business Development
- Technologies for Oil and Gas Businesses
- Human Resource Practices in Oil and Gas Business Operations
- Financial Management in Oil and Gas Business Operations
- Marketing of Oil and Gas Business
- Community Relations in Oil and Gas Business Operations

BOOKING DETAILS

London: „ 1st – 12th Sep
Dubai: 11th – 22nd Aug, 18th – 29th Aug
Barcelona: 17th – 28th Sep
Istanbul (Turkey): 7th – 18th July
Vienna: 20th – 31st Oct

OBJECTIVES

The objectives of this course are, to:

- Enlighten participants on steps to take in developing businesses in the oil and gas sectors of economies of countries



OIL AND GAS CONTRACT MANAGEMENT

OVERVIEW

Organisations in the oil and gas sectors are facing increasing pressure to reduce costs and improve financial and operational performance. New regulatory requirements, principles and challenges have resulted in an increasing recognition of the importance and benefits of effective contract management. This course has been designed to expose participants to measures that can be taken to enhance effective contract management.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Oil and Gas Contract Management
- Principles of Oil and Gas Contract Management
- Oil Storage, Transportation and Freight Cost
- Contract Governance; Managing Contractual Variations
- Getting and Maintaining Supplier Contract Performance
- Contract Negotiation Skills for Oil and Gas Business
- Oil and Gas Sector Technology
- How to Manage Contractors' Performance
- Costs and Investment in the Sector
- Assembling the Project Team

BOOKING DETAILS

London:

19th – 30th Nov.

Dubai:

25th Aug. – 5th Sep

OBJECTIVES

- The objectives of the course are to:
- Make participants in the oil and gas sectors to appreciate the importance of contract design and management
 - Expose participants to a deeper understanding of ethical principles in contract



INTERNATIONAL OIL AND GAS DEVELOPMENT

OVERVIEW

Oil and gas business is essentially international in nature, involving many countries and multinational organisations. Successful operations are often results of agreements entered into by the international stakeholders. To enhance success in this regard, stakeholders need to be knowledgeable in the contracts which form the basis for operations in the sector.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of the Oil and Gas Industry
- Oil and Gas Terminologies
- Role of Host Governments in the Industry
- Ownership and Exploration of Resources
- Host Countries' Legal and Regulatory Framework and Fiscal Regime
- Stabilization
- Overview of International Oil and Gas Contracts and Key Issues
- Unconventional Hydrocarbons
- Negotiation Framework and Strategy
- Upstream Operations and Exploration Agreements s (JVs)

BOOKING DETAILS

London: 10th – 21st Sep, 21st July – 1st Aug., 20th – 31st Oct
Vienna: 18th – 29th Aug
Amsterdam: 27th July. – 7th Aug
Geneva (Switzerland): 12th – 23rd Nov.

OBJECTIVES

- The objective of the course is to teach participants all the ramifications of the oil and gas sectors of the economies of oil producing countries.



LEADING DYNAMICALLY IN THE OIL AND GAS INDUSTRY

OVERVIEW

In an era marked by rapid technological advancements, fluctuating market conditions, and increasing environmental concerns, dynamic leadership in the oil and gas industry is more critical than ever. This training course aims to equip current and emerging leaders with the necessary skills and insights to lead effectively in this complex and challenging environment.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Understanding Dynamic Leadership
- Strategic Decision-Making in a Volatile Environment
- Current Trends and Challenges in the Industry (e.g., Price Volatility, Regulatory Changes, and Technological Advancements)
- Fostering Innovation and Agility
- Creating a Culture of Innovation
- Encouraging Creativity and Innovative Thinking Within Teams
- Effective Communication and Stakeholder Engagement
- Building High-Performing Teams
- Understanding Team Roles, Dynamics, and Collaboration

BOOKING DETAILS

London: 1st – 12th Sep, 13th – 24th Oct

Dubai: 3rd – 14th Aug, 17th – 28th Nov

Houston (Texas): 26th Nov. – 6th Dec.

OBJECTIVES

The objectives of this course are to:

- Enhance participants' understanding of dynamic leadership principles within the context of the oil and gas industry
- Show participants how to develop strategic decisionmaking capabilities that consider market volatility



DEVELOPING PROJECT STRATEGY IN THE OIL AND GAS INDUSTRY

OVERVIEW

The oil and gas industry operates in a complex and dynamic environment, characterized by fluctuating markets, regulatory challenges, and evolving technologies. Effective project strategy development is crucial for organizations to navigate these complexities, minimize risks, and maximize returns on investment.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Overview of Developing Project Strategy in the Oil and Gas Industry
- Industry Structure and Dynamics
- Importance of Strategy in Project Success
- Market Analysis and Business Environment
- Fundamentals of Project Strategy in the Oil and Gas Sector
- The Strategic Planning Process
- Aligning Project Strategy with Organizational Goals
- Tools for Market Analysis (PESTLE, SWOT)
- Understanding Market Dynamics and Competitive Landscape

BOOKING DETAILS

Dubai: 17th – 28th Aug, „ 11th – 22nd Aug, 3rd – 14th Nov
London: 6th – 17th Oct, 8th – 19th Dec

OBJECTIVES

- The objective of this course is to deepen participants' knowledge of strategic project management principles specific to the oil and gas sectors, ensuring they understand how to align projects with organizational goals and industry standards.



OIL AND GAS OPERATION PROCESS

OVERVIEW

It has become compelling for policy makers and investors to deepen or seek to deepen their knowledge of the oil and gas sector and its operational processes in countries, especially oil rich countries, owing to the significance of the oil and gas sector in the revenue profiles of such countries.

INVESTMENT

£6,900
(2 weeks)

£3,900
(1 week)

OUTLINE

- Oil and Gas in World Energy Balances Evolution, and Perspectives
- Oil and Gas Exploration and production: Types and Trends
- Oil refining Schemes and Principles
- Oil and Gas Products
- Ecological and Environmental Considerations in Oil and Gas Business Transactions
- Pricing techniques in Oil and Gas Operations
- Contracts and Rent in Oil and Gas: Principal Terms and Drafting Issues

BOOKING DETAILS

London: 30th June – 11th July,
13th – 24th Oct

Dubai: 17th – 28th Aug, 13th –
24th Oct

Paris (France): 10th – 21st Sep

OBJECTIVES

At the end of the course, participants should be able to:

- Describe the operational process of oil and gas businesses
- Analyse trends in the oil and gas sectors of countries

BOOKING TERMS & CONDITIONS

How To Book A Course?

- Via Our Website: www.hammersmithpd.com
- By Sending an email: info@hammersmithpd.com
- Through our representatives

Payment

All payments must be made to Hammersmith Professional Development

Cancellations

- This intention must be made known to the management of Hammersmith Professional Development two weeks before the commencement of course.

Contact Us

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