

# BUSINESS **FUTURE** CONSULTING

## PUBLIC TRAINING 2016 CALENDAR

Course Title	Course Duration	Course Fees Per Pax	2016											
			Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
<b>Performance Skills</b>														
Apply Emotional Intelligence to Effective Problem Solving at the Workplace	1 Day	S\$599.00		4	29								9	
Assess Workplace Skills and Attitudes	1 Day	S\$599.00			18		20			5				
Design Effective Training Interventions	1 Day	S\$599.00		14		12		11			3			
Effective Communication and Conflict Management Skills with Different Types of People at the Workplace	1 Day	S\$599.00		23	11							11		
Increase Sales by Understanding Buyer Psychology	1 Day	S\$599.00		10										
Plan & Manage Effective Performance Appraisal	1 Day	S\$599.00		28		30			15			7		
Achieving Sales Success	1 Day	S\$599.00					15		24		19			
Finance for Non-finance Managers (Applied)	1 Day	S\$599.00					10			16				
Understanding Financial Statements for Non-finance Managers	1 Day	S\$599.00						15			14			

<b>Personal Development</b>													
Authentic Presentations	2 Days	S\$899.00			5 & 6								
Coaching Skills for HR Professionals	2 Days	S\$899.00		1 & 2									
Coaching Skills for Managers	2 Days	S\$899.00			7 & 8								
Time & Balance	1 Day	S\$599.00	26										
Delivering Powerful and Effective Presentations	2 days	S\$899.00				5 & 6				22 & 23			
<b>People Relation Skills</b>													
Social Media Strategies in a Crisis	1 Day	S\$599.00			1				1				
Change Management Strategies	2 Days	S\$899.00				25 & 26							
Managing a Multi-Generational Workforce	1 Day	S\$599.00						6	3			2	
Customer Orientation techniques for client management	2 Days	S\$899.00							18 & 19		6 & 7		
Handle and Manage Difficult Customers	1 Day	S\$599.00					14		25		18		
<b>Talent Development</b>													
Trainer's Assimilation Programme	2 Days	S\$899.00	24 & 25	24 & 25	28 & 29	19 & 20	27 & 28	28 & 29	25 & 26	29 & 30	24 & 25	28 & 29	
Increasing your leadership potential using MBTI	2 days	S\$950.00				9 & 10							
Mastering Management & Leadership Skills	2 days	S\$899.00					2 & 3	21 & 22			10 & 11		
- Register before the stipulated timeline to enjoy 10% Early Bird Discount.													
- Register 2 or more participants for the same course date to enjoy 20% Group Discount.													
- Course fees (no GST payable) include lunch and two coffee/tea breaks.													
- Productivity & Innovation Credit (PIC) claimable.													