



**DAWIB
ASSOCIATES
LIMITED**



2024 TRAINING BROCHURE/ CALENDAR



OUR CUSTOMERS
ARE THE
BEST PERFORMERS!

We are
ICAN, CMD & PMP
CERTIFIED TRAINERS.





WHO ARE WE?

Dawib Associates is a leading management training, and consulting firm serving clients across Nigeria and Africa at large. To date, we have successfully delivered training courses throughout Lagos, Abuja, Port Harcourt, and across several states in Nigeria, including Ghana. Our training continues to grow each year, building on our success and in-depth knowledge of the needs of our clients.

Dawib Associates Limited (LLC) is proudly recognized as an ISO 9001:2015 and ISO 29993:2017 Certified Training and Consultancy Company and possesses other accreditations in Nigeria and internationally. Inspired by world-class training and professional development, the founders of Dawib Associates are passionate about delivering training courses of the highest educational and professional standards. Dawib Associates training courses have been designed to provide business professionals with the skills they need to develop competency, improve performance, and drive business success.

Our talented team of Professional instructors has exceptional credentials that are complemented by practical, real-world experience. By bringing together academic knowledge and industry experience, we ensure that our clients' needs are at the forefront of each and every one of our training courses. Our specialist teams continuously track and monitor the latest business and industry trends and emerging best practices to ensure that all our course content is relevant, practical, and useful.

Our Primary aim is to help build individual capacity, and improve efficiency and operational excellence in any organization while staying committed to meeting and exceeding our client's expectation. We carry out our service offerings along these key areas:

- Corporate training /human capital development
- Human resources consulting: recruitment, outsourcing, and background check
- Accounting service and accounting software solution provision
- Tax service
- Organization system design & automation
- Payroll management
- Office space & works station management

For more information on how we may serve you and to know more about our organization, you may call our dedicated helplines: **+2347061813128/+2348160870106 +234709005238** or **info@dawibassociates.com**



A world class professional development organization.



Our Mission is to contribute to the advancement of the human mind and potentials through the provision of training courses of the highest caliber, which directly address the current needs and demands of both individuals and industry.



- Excellence
- Integrity
- Inclusion
- Dedication
- Relationship
- Efficiency



Course Categories

- ACCOUNTING, FINANCE & BUDGETING
- SECTOR BASED INTERNATIONAL FINANCIAL REPORTING STANDARDS
- AUDIT, GOVERNANCE & RISK COMPLIANCE
- TAX PRACTICES AND MANAGEMENT TRAINING
- DATA ANALYSIS COURSES EXCEL, SQL & POWER BI
- MICROSOFT POWER BI COURSES
- DATA MANAGEMENT & BUSINESS INTELLIGENCE
- MICROSOFT OFFICE TOOLS COURSES
- DATA SCIENCE COURSES
- OIL & GAS TECHNOLOGY TRAINING COURSES
- RENEWABLE ENERGY TECHNOLOGIES
- MICRO-FINANCE TRAINING COURSES
- PUBLIC SECTOR TRAINING
- HUMAN RESOURCES MANAGEMENT
- CONTRACT, PROJECT AND PROCUREMENT MANAGEMENT
- QUALITY CONTROL
- CONTRACT, PROJECT AND PROCUREMENT MANAGEMENT
- LEADERSHIP AND INTERPERSONAL SKILLS
- PLANNING AND STRATEGY MANAGEMENT
- INTERPERSONAL SKILLS
- CUSTOMER CARE SERVICES
- WAREHOUSE MANAGEMENT
- FINANCIAL MODELLING COURSES



ACCOUNTING, FINANCE & BUDGETING

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Advanced Financial Modelling	4 Days	250,000	225,000	2-5		4-7			3-6					4-7	
Financial Modelling for Real Estate Business	4 Days	250,000	225,000			12-15		6-9		5-8					2-5
IFRS: 9,15,16 - Fin Instrument, Revenue and Lease	4 Days	250,000	225,000		5-8		2-5			1-4		2-5			
International Financial & Accounting Operations: 2020 Updates (IFRS)	4 Days	250,000	225,000	8-11		5-8			4-7				7-10		
Fintech and Blockchain Masterclass	3 Days	190,000	171,000			26-28		8-10							4-6
Financial Analysis, Planning and Control	3 Days	190,000	171,000	10-12	12-14	20-22	2-4	20-22	3-5	2-4	5-7		7-9	4-6	9-11
Fast closing Month & year end Accounting	3 Days	190,000	171,000			6-8					7-9		8-10		10-12
Financial Management for Non- Financial Professionals	3 Days	190,000	171,000		7-9		3-5		4-6				9-11		
Budgeting For Performance Management	3 Days	190,000	171,000					13-15							10-12
Setting and Controlling Budgets	3 Days	190,000	171,000		14-16				19-21					5-7	
Forensic Accounting & Fraud Control	3 Days	190,000	171,000	15-17		13-15				9-11			9-11		
Advanced Cash Flow and Working Capital Management	3 Days	190,000	171,000					22-24			12-14				18-20
Advanced Budgeting and Cost Management	3 Days	190,000	171,000				2-4		5-7				2-4		
Cash Forecasting & Financing, Investment, Business Valuation, and Risk	4 Days	250,000	225,000	15-18						16-19					9-12
Payroll: Preparation, Analysis and Management	3 Days	190,000	171,000			6-8		13-15						12-14	
Efficient Accounting Operations 2024 Best Practices	4 Days	250,000	225,000	8-11		5-8			4-7				7-10		
Budgeting for performance Management	3 Days	190,000	171,000					14-16		20-22			10-11		
Financial Modelling Master Class	3 Days	190,000	171,000		20-22		17-19	15-17			7-9		21-23		17-19
Financial Management	3 Days	190,000	171,000				24-26		19-21			24-26			
Advanced Financial Analysis	3 Days	190,000	171,000	17-19		12-14				8-10				11-13	
Effective Budgeting and Cost Control	3 Days	190,000	171,000		21-23		3-5			24-26			14-16		
Effective Finance & Accounting Operation: 2024 Best Practices & Updates	4 Days	250,000	225,000	15-18						16-19					9-12
IFRS: 2024 Updates	3 Days	190,000	171,000		27-29	4-6					21-23			5-7	
Account Payable: From Accounting to Management	3 Days	190,000	171,000	10-12	26-28		2-4		25-27	19-21			16-18	20-22	11-13
Certificate in Advanced Budgeting and Forecasting	3 Days	190,000	171,000			26-28				2-4					16-18
Managing the Collections and Credit Control Team	3 Days	190,000	171,000			11-13					12-14			19-22	
Account Receivables and Credit Policies Management	3 Days	190,000	171,000	3-5	20-22		22-24	21-23		8-10		9-11		6-8	17-19
Effective Budgeting and Operational cost Control	3 Days	190,000	171,000			25-27		22-24					15-17		
Real Estate Finance & Investment	4 Days	250,000	225,000		19-22						13-16		21-24		
Financial Management for Projects and Control	3 Days	190,000	171,000	2-4				29-31						26-28	18-20
Spreadsheet Skills for Planning, Forecasting and Budgeting	3 Days	190,000	171,000				15-17			22-24		4-6			
Integrating Budgeting, Forecasting and Business Planning	3 Days	190,000	171,000		19-21				25-27		6-8		22-24		
Inventory and cost Control Management	3 Days	190,000	171,000	16-18				15-17				18-20		26-28	
Effective cash flow Treasury and Risk Management	3 Days	190,000	171,000			20-22	16-18				27-29				10-12
Corporate Financial Planning, Budgeting and Control	3 Days	190,000	171,000	17-19					26-28	17-19			23-25		
Budgeting, Forecasting and the Planning Process: Integrated Approach to Financial Planning	3 Days	190,000	171,000		13-15			14-16			13-15				11-13
Treasury and Risk Management	3 Days	190,000	171,000			25-27						25-27		12-14	



ACCOUNTING, FINANCE & BUDGETING

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Certificate in Financial Management for Oil and Gas Companies	3 Days	190,000	171,000			25-27						25-27			12-14
International Financial Reporting Standards (IFRS) for the Oil and Gas Industry	4 Days	250,000	225,000				23-25			22-24					18-20 17-19
Financial Strategies - Essential Finance Management Skills	3 Days	190,000	171,000		6-9			20-23			12-15		14-17		
Certificate in Financial Management for Oil and Gas Companies	3 Days	190,000	171,000	29-31			24-26					24-26			
Account Receivables -Planning, Organizing and Achieving Best Practice	3 Days	190,000	171,000		6-8	13-15			3-5						19-21 16-18
Advanced Budgeting Workshop	3 Days	190,000	171,000					13-15		23-25			15-17		
The Effective Financial Controller - Managing Financial Functions and Improvement Opportunities	3 Days	190,000	171,000		5-7	19-21	22-24				14-16	17-19			27-29
Cost Analysis to Support Strategic Decision Training	3 Days	190,000	171,000		20-22			14-16		24-26		11-13			
Managing the cash cycle - Account Receivables and Payable Best Practices	3 Days	190,000	171,000	8-10		12-14			19-21		19-21		23-25		10-12
Financial Analysis Modelling and Forecasting	3 Days	190,000	171,000	9-11	21-23		17-19	27-30		29-31		3-5			20-22
Understanding Finance to Influence Strategic Decision	2 Days	170,000	153,000			5-6			10-11						5-6
Upstream Petroleum Accounting: Exploration and Production Accounting in Oil & Gas Industry	3 Days	190,000	171,000					21-23			20-22		28-30		
Financial Analysis, Planning & Controlling Budgets	4 Days	250,000	225,000			12-15		6-9			5-8				2-5
Financial Skills, Root Cause Analysis and Problem Solving	2 Days	170,000	153,000		7-8				13-14						26-27
Preparing Financial Statement and Annual Report	3 Days	190,000	171,000	17-19		5-7					21-23				18-20
Financial accounting and Reporting	3 Days	190,000	171,000	24-26			15-17	8-10			19-21		29-31		
Fixed Asset Accounting and Management	3 Days	190,000	171,000						26-28	9-11		9-11			
Cost Analysis and Control	2 Days	170,000	153,000		1-2	7-8									12-13
Accounting and Finance Policies and Procedures	2 Days	170,000	153,000								1-2				2-3
Forecasting and Analysing cash Flow	3 Days	190,000	171,000	22-24			16-18								
Preparation, Presentation, Interpretation & Analysis of Financial Statement	3 Days	190,000	171,000		13-15				5-7	10-12		2-4			
Payroll Procedures and Administration	4 Days	250,000	225,000					7-10			26-29				25-28
Innovative Cost Savings Strategies	2 Days	170,000	153,000			4-5	8-9								10-11
Inventory Accounting and Costing	2 Days	170,000	153,000	30-31					19-20				3-4		
Real Estate Investment Modelling	4 Days	250,000	225,000		20-23					9-12		10-13			
Advanced Financial Analysis Using Power BI Tools	4 Days	250,000	225,000	16-19		19-22	22-25	27-30			19-22				26-29 17-20
Fundamentals of Joint Venture Accounting in the Oil and Gas Industry	3 Days	190,000	171,000	22-24			16-18						16-18		
Budgeting, Planning and Management Reporting Training	4 Days	250,000	225,000			12-15		6-9			5-8				2-5
Advanced Budgeting and Financial Statement Analysis	3 Days	190,000	171,000	24-26			15-17	8-10			19-21		29-31		
International Financial Reporting & Treasury Risk Management	5 Days	350,000	315,000	15-19			15-19					23-27			
Mastering Finance, Budgeting and Performance Measurement	4 Days	250,000	225,000	15-18						16-19					9-12
Financial Analysis, Modelling and Budgeting Masterclass	5 Days	350,000	315,000	8-12		18-22							14-18		
Budgeting, Forecasting and the Planning Process	4 Days	250,000	225,000	8-11		5-8			4-7				7-10		

Register for our Professional Accountant Conference with MCPD Credit Units
visit www.dawibassociates.com



SECTOR BASED INTERNATIONAL FINANCIAL REPORTING STANDARDS



Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IFRS -Complete Course and Recent Updates	5 Days	300,000	270,000			4-8			3-7		12-16				2-6
IFRS -For Service Based Organization	4 Days	250,000	225,000	22-25				13-16					8-11		
IFRS-for Banks and Micro Finance Institutions	5 Days	300,000	270,000		12-16					15-19				18-22	
IFRS-Oil and Gas Entities	5 Days	300,000	270,000			18-22					5-9				
IFRS- For Telecommunications Companies	4 Days	250,000	225,000				19-21					2-5			
IFRS for Manufacturing Industries	5 Days	300,000	270,000	22-26					3-7				7-11		
IFRS for Technology Companies	5 Days	300,000	270,000			4-8				22-26					2-6
IFRS for Healthcare Organizations	4 Days	250,000	225,000		12-15			7-10				16-19			
IFRS for Retail Businesses	4 Days	250,000	225,000			18-21			10-13					12-15	
IFRS for Agricultural Businesses	4 Days	250,000	225,000				8-11				13-16		22-25		
IFRS for Real Estate Developers	4 Days	250,000	225,000			12-15				23-26				19-22	
IFRS for E-commerce Companies	4 Days	250,000	225,000				1-4		12-15			24-27			
IFRS for Energy Companies (Renewable and Non-Renewable)	5 Days	300,000	270,000				22-26				22-26				
IFRS for Hospitality Industry	4 Days	250,000	225,000		12-15					22-25				19-22	



FINANCIAL MODELLING COURSES



Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Financial Modeling- Power Sector	4 Days	250,000	225,000		26-29						13-16				
Financial Modeling-Real Estate Sector	4 Days	250,000	225,000				9-11						14-17		
Financial Modeling - Petrochemical Sector	4 Days	250,000	225,000			25-28				22-25					
Financial Modeling- Banking Sector	4 Days	250,000	225,000	23-25				21-24						19-22	
Financial Modeling-Retail Sector	4 Days	250,000	225,000			5-7						3-6			
Financial Modeling-E-Commerce Start-Up	4 Days	250,000	225,000				5-8				5-8				
Financial Modelling -Investment project	4 Days	250,000	225,000		19-22				11-14						



AUDIT, GOVERNANCE & RISK COMPLIANCE



Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT Audit and IT Fraud Detection	3 Days	190,000	171,000	22-24	19-21		24-26			22-24	27-29		15-17		17-19
Professional Internal Audit Report Writing	3 Days	190,000	171,000	2-4			2-4				5-7				2-4
Value for Money Audit	3 Days	190,000	171,000		7-9				19-21			2-4		5-7	
Anti-money Laundering	2 Days	170,000	153,000	17-18			23-24			11-12			28-29		
Certificate in Advanced Governance, Risk and Compliance (GRC)	2 Days	170,000	153,000		1-2			2-3			1-2			20-21	
High Impact Internal Audit Leadership	3 Days	190,000	171,000			12-14		22-24	24-26			17-19			9-11
Risk Based Internal Auditing Training	3 Days	190,000	171,000	22-24	19-21		24-26			22-24	27-29		15-17		17-19
Governance, Risk and Compliance (GRC)	3 Days	190,000	171,000		13-15				3-5			23-25		12-14	
Certified Data Protection Officer	3 Days	190,000	171,000			6-8		15-17			20-22		23-25		10-12
Credit Risk Assessment, Modelling and Management	2 Days	170,000	153,000	9-10			15-16			2-3				25-26	
Managing Fraud in A Digitized World	3 Days	190,000	171,000		21-23				4-6			11-3			
Managing the Audit Department of your Organization	3 Days	190,000	171,000			5-7		27-29			7-9		9-11		
Advanced Professional Audit Skills	3 Days	190,000	171,000		21-23					9-11					18-20
Internal Auditing of the Accounting and the Finance Functions	3 Days	190,000	171,000	29-31			3-5		5-7					19-21	
Enterprise Risk Management	3 Days	190,000	171,000			26-28		28-30				18-20			
Corporate Governance: Principles, Policies and Best Practices	3 Days	190,000	171,000	10-12			17-19				12-14				16-18
Data Governance, Protection and Compliance Management	2 Days	170,000	153,000		27-28				13-14				2-3		
Forensic Accounting and Fraud Control	2 Days	170,000	153,000			19-20		29-31		15-16				6-7	
Fraud and Forensic Auditing	3 Days	190,000	171,000		26-28						26-28	4-6			
Financial Crime and Intelligence Analysis	3 Days	190,000	171,000			12-14			26-28						4-6
Governance Arms of Risk Management	3 Days	190,000	171,000	24-26			15-17	8-10			19-21		29-31		
Data Analysis for Internal Auditing	3 Days	190,000	171,000	22-24	19-21		24-26			22-24	27-29		15-17		17-19
Risk Management: Internal Control & Fraud Prevention	3 Days	190,000	171,000	10-12			17-19				12-14				16-18
Fraud and Forensic Auditing	3 Days	190,000	171,000		14-16		22-24						15-17	13-15	
Internal Control & Fraud Prevention	3 Days	190,000	171,000	8-10		4-6		20-22		17-19		10-12			
Auditing for Contracts and Procurement	2 Days	170,000	153,000			7-8					13-14				19-20
Internal Audit Investigation, Procedures and Processes	3 Days	190,000	171,000			25-27			24-26				7-9		
Auditing Techniques for Lead Auditors	3 Days	190,000	171,000	17-19			2-4	8-10		29-31		9-11		12-14	
Internal Control-Principles and Practices	3 Days	190,000	171,000		5-7		15-17		19-21		21-23				9-11
Internal Control-Compliance, Operational and Financial	3 Days	190,000	171,000	3-5		20-22		14-16		2-4		25-27	9-11	18-20	



TAX PRACTICES AND MANAGEMENT TRAINING



Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
The Essentials of Income Tax & preparations of Income Tax Return (ITR)	4 Days	250,000	225,000		13-15			7-9			27-29			20-22	
Taxation of Companies and the Intrinsic issues in Tax Management and Administration course	4 Days	250,000	225,000	16-19			16-19				5-8				2-5
Tax Management for organizations Course	4 Days	250,000	225,000		5-8	25-28			4-7			10-13			
Tax Administration and Reduction Techniques Workshop	4 Days	250,000	225,000	9-12			23-26			2-5				25-28	
Book Keeping and Taxations for small and Medium Enterprises	4 Days	250,000	225,000		19-22			27-30			12-15				
Tax Administration and Reduction Techniques Course	3 Days	190,000	171,000		6-8			21-23					2-4		
Navigating Payroll Admin/Accounting & Personal Income Tax Course	3 Days	190,000	171,000	8-10		19-21			25-27			3-5			
Current Issues in Computing Personal Income Tax and PAYE	3 Days	190,000	171,000			12-14					20-22			18-20	
Tax Audit and Investigation: Practical Approach to Resolving Issues	3 Days	190,000	171,000	3-5			2-4			16-18			15-17		
Tax Planning: Harnessing Available Incentives	3 Days	190,000	171,000			6-8			19-21			17-19			10-12
Principle, Practice and Recent Development in Tax Assessment for Companies in Nigeria	3 Days	190,000	171,000		13-15			7-9			27-29			20-22	
Deferred Tax: Recognition Measurement and Accounting	2 Days	170,000	153,000		1-2		22-23				29-30				

LEVERAGING AI AND DATA ANALYTICS IN FINANCE: NAVIGATING THE DIGITAL ERA.

EMPOWERING FINANCE PROFESSIONALS IN THE DIGITAL AGE)

CERTIFICATION BY ICAN WITH 20 CREDIT HRS FOR MEMBERS



SESSIONS:

- AI & MACHINE LEARNING FOR FINANCE PROFESSIONALS
- DATA ANALYTICS FOR ACCOUNTANTS AND FINANCE PROFESSIONALS
- CYBERSECURITY AND DATA PROTECTION IN FINANCE
- RISK MANAGEMENT IN THE DIGITAL ERA

KEY SPEAKERS

WE HAVE LINE UP OF EXCEPTIONAL SPEAKERS FROM: ACCOUNTING ,FINANCE AND IT

- TO REGISTER:
- GO TO WWW.DAWIBASSOCIATES.COM/CONFRENECE
- OR CONTACT TEGA ON 08160870106

- PARTNER: ICAN IKEJA DISTRICT

Protea Hotel by Marriott Lagos Ikeja

MAR | **20th** — **22nd** | **2024**

Fee : Two Hundred Thousand Naira Only per participant (#200,000)



MICROSOFT POWER BI COURSES



Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Power BI Essential Training	3 Days	190,000	171,000	2-4		4-6		14-16			12-14		9-11	4-6	9-11
Advanced Microsoft Power BI	5 Days	300,000	270,000		5-9		22-26		3-7	22-26		23-27			16-20
Power BI Data Modeling with DAX	3 Days	190,000	171,000			12-14		6-8			6-8			13-15	
Microsoft Power BI-comprehensive course	5 Days	250,000	225,000	15-19			15-19			15-19			14-18		2-6
Data Dashboards in Power BI	3 Days	200,000	180,000		26-28			28-30				2-4			
Microsoft Power BI Practical - Creating A Manager Performance	3 Days	200,000	180,000			13-15			9-11		20-22			20-22	
Microsoft Power BI Practical - Sale Performance	3 Days	200,000	180,000				2-4			9-11			28-30		17-19
Microsoft Power BI for Finance Professionals-Practical	5 Days	300,000	270,000	22-26	12-16	18-22		20-24	24-28		26-30	9-13		25-29	
Power BI Data Methods	3 Days	200,000	180,000				23-25			1-3			7-9		2-4
Power BI: Integrating AI and Machine Learning	5 Days	300,000	270,000		5-9			6-10			12-16			18-22	
Power BI for Marketers	3 Days	200,000	180,000	29-31		18-20			4-6			17-19			



DATA ANALYSIS COURSES EXCEL, SQL & POWER BI

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Learning Excel: Data Analysis	3 Days	200,000	180,000	2-4			23-25		3-5			17-19		5-7	10-12
Excel Statistics Essential Training	3 Days	200,000	180,000		12-14			6-8		16-18	19-21		2-4		
Power BI Essential Training	4 Days	250,000	225,000			18-21			24-27			10-13		12-15	
Learning Data Visualization	2 Days	170,000	153,000	16-17			2-3	27-28		3-4			14-15		4-5
SQL-Data Reporting and Analysis	4 Days	250,000	225,000		5-8	12-15			3-6		12-15	23-26		18-21	
Data Analysis: Advanced Excel Tools for Business & Financial Reporting	3 Days	200,000	180,000	9-11	6-8	25-27	15-17	7-9	5-7	1-3	6-8	10-12	2-4	12-14	3-5
Power BI: Data Visualization and Dashboards	3 Days	200,000	180,000	16-18	13-15	19-21		28-30	4-6	1-3	13-15	18-20	23-25	6-8	17-19
Comprehensive Course on Data Analysis Using Power Pivot, Power Query & DAX	4 Days	250,000	225,000	22-25	6-9	18-21	2-5	27-30	24-27	15-18	27-30	16-19	21-24	25-28	2-5
Comprehensive Course on Data Analysis	4 Days	250,000	225,000		26-29		16-19		25-28			9-12		11-14	16-19
Advanced Data Analysis: Power Pivot, Power Query, and Power BI	4 Days	250,000	225,000	23-26		5-8		28-31		16-19	26-29		28-31		11-14

DATA MANAGEMENT & BUSINESS INTELLIGENCE

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Big Data and Artificial Intelligence Principles and Practices	5 Days	300,000	270,000			18-22	15-19	20-24		22-26	26-30			11-15	9-13
Business Intelligence: Data Analysis and Reporting Techniques	4 Days	250,000	225,000	16-19	26-29	12-15	23-26		4-7		26-29	2-5		5-8	16-19
Info-Graphics: Data Analysis and Reporting Techniques	4 Days	250,000	225,000					13-16		16-19			7-10		
Certificate in Big Data and Data Analytics	5 Days	300,000	270,000		19-23		15-20		3-7		16-20			18-22	
Business Intelligence & Data Analytics For Finance Professionals	4 Days	250,000	225,000	22-25	5-8			28-31	25-28		5-8		28-31	11-14	2-5
Foundations of Data Analysis with Power B	4 Days	250,000	225,000		12-15					22-25				18-21	
Advanced Power Query Techniques for Efficient Data Cleaning	4 Days	250,000	225,000			11-15					5-8		7-10		
Power Pivot Fundamentals for Business Professionals	4 Days	250,000	225,000	22-25				20-23				16-19			10-13
Financial Data Analysis with Power BI	4 Days	250,000	225,000				8-11			22-25				25-28	
Customer Analytics using Power BI for Telecom Professionals	4 Days	250,000	225,000		12-15				11-14				7-10		
Power BI for Marketing Analytics in Retail Banking	4 Days	250,000	225,000			19-21					5-6			11-14	
Operational Efficiency through Power BI in Manufacturing	4 Days	250,000	225,000	16-19			8-11			23-25					3-6
Healthcare Data Analysis with Power BI	4 Days	250,000	225,000			25-28			10-13			23-26			
Power BI for Human Resources Analytics	4 Days	250,000	225,000		12-15			21-24					8-11		9-15
Energy Sector Analytics with Power BI	4 Days	250,000	225,000				8-11			23-26				25-28	
Power BI for Supply Chain Analytics in Retail	4 Days	250,000	225,000	23-26				20-23				17-20			
Risk Management and Compliance with Power BI in Banking	4 Days	250,000	225,000			18-21				22-25			8-11		
Social Media Analytics with Power BI	3 Days	190,000	171,000												
Data Visualization Best Practices in Power BI	3 Days	190,000	171,000		12-14				5-7			24-26			3-5
Introduction to Power Automate and Power BI Integration	3 Days	190,000	171,000	29-31			3-5				5-7				
Digital Transformation Masterclass	5 Days	300,000	270,000				22-26	27-31					21-25		2-6
Data Visualization	3 Days	190,000	171,000	29-31	21-23				3-5		27-29			12-14	
HR Analytics	3 Days	200,000	180,000			4-6				29-31		10-12			9-11
Big Data For Maintenance Strategies	4 Days	250,000	225,000				15-18	14-17			20-23		14-17		
Big Data Principles and Practices	4 Days	250,000	225,000		19-22				24-27					4-7	
Blockchain Masterclass	3 Days	250,000	225,000	22-24		25-27				1-3		25-27			11-13
Microsoft Business Intelligence: Data Analysis, Power BI & Insight	5 Days	300,000	270,000				22-26	6-10			5-9		7-11		
Certificate in Big Data Analysis	4 Days	250,000	225,000	23-25	12-15				3-6					25-28	



MICROSOFT OFFICE TOOLS COURSES

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Power point Master Class for Finance and Non finance Executives	3 Days	190,000	171,000	24-26		6-8				5-7					
MS Word for Effective Business Communication	2 Days	170,000	153,000		5-6				4-5					12-13	
Advanced MS Excel for Data Analysis and Reporting	3 Days	190,000	171,000	23-25			8-10					16-18			
MS Access for Database Management	3 Days	190,000	171,000		5-7			8-10					2-4		3-5
Data Visualization with MS Power BI	4 Days	250,000	225,000			12-15			5-8		12-15				
MS Project for Project Management Professionals:	5 Days	300,000	270,000				1-5			3-7				18-22	
Automating Tasks with MS VBA (Visual Basic for Applications)	4 Days	250,000	225,000		14-17			18-21				17-20			
MS Outlook Productivity for Professionals	3 Days	190,000	171,000			18-20				17-19			9-11		
MS Excel for Business Professionals	3 Days	190,000	171,000	29-31		20-22		20-21			6-8		14-16		2-3
MS Excel for Financial Modeling	4 Days	250,000	225,000		14-17		9-12			23-26				25-27	
Intermediate Excel For Business Professionals	3 Days	190,000	171,000			6-8			3-5			9-12			
Basic Excel for office Professionals	2 Days	170,000	153,000	9-10			3-4				5-6				
Essential Power Point Training	2 Days	170,000	153,000		7-8			6-7				11-12			
Essential MS Word Class	2 Days	170,000	153,000			19-20			5-6					18-19	

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LEVERAGING AI AND DATA ANALYTICS IN FINANCE: NAVIGATING THE DIGITAL ERA.

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THE EFFECTIVE FINANCIAL CONTROLLER: FUNCTIONS AND STRATEGIES TO NAVIGATE THE COMPLEX FINANCIAL LANDSCAPE

SESSIONS:

- **STRATEGIC FINANCIAL LEADERSHIP**
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DATA SCIENCE COURSES

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tableau Certification: Full Course	6 wks	600,000	540,000						Only Batch						
Tableau Beginners Module	2 wks	200,000	180,000			Only Batch									
Tableau Intermediate Module	3 wks	300,000	270,000									Only Batch			
Tableau Master Class	6 wks	500,000	450,000				Only Batch								
Python For Beginners: 2024	2 wks	200,000	180,000		Batch A				Batch B						
Python Intermediate Training: 2024	4 wks	400,000	360,000			Batch A				Batch B					
Python Advanced Training: 2024	4 wks	400,000	360,000				Batch A				Batch B				
Python Bootcamp-Comprehensive course-With Full project	8 wks	800,000	720,000					Batch A							Batch A
Machine Learning With Python 2024	4 wks	400,000	360,000		Batch A										
Machine Learning -Supervised & Unsupervised learning	8 wks	800,000	720,000				Batch A					Batch B			
Machine learning-Advanced	7 wks	500,000	450,000						Only Batch						
Advanced Python For Data Analysis	4 wks	400,000	360,000					Batch A							Batch A
R - Beginners and Intermediate with Project	4 wks	500,000	450,000	Batch A							Batch B				
Data Analytic with R - Intermediate with Project	4 wks	400,000	360,000				Only Batch								
Data Analytics with R - Advanced with Project	4 wks	400,000	360,000									Only Batch			
Comprehensive Course On R with project	10 wks	800,000	720,000					Only Batch							
Data Analysis With R-Beginner	3 wks	300,000	270,000			Only Batch									
Data Analysis with R-Intermediate	5 wks	500,000	450,000							Only Batch					
SQL Beginner Training	3 wks	300,000	270,000				Only Batch								
Intermediate -SQL for Data Analyst	3 wks	300,000	270,000									Only Batch			
SQL: Data Reporting and Analysis-Complete course	8 wks	800,000	720,000		Only Batch										
Intermediate-Advanced SQL for Data Scientists	5 wks	500,000	450,000							Only Batch					
Complete Data Analysis Course:Excel,SQL,Pyton,Power BI & R	10 mth	1,200,000	1,080,000			Batch A			Batch B			Batch C			New Batch
Complete Data Analysis Course: Excel,SQL,Pyton,Power BI & R -Express	6 mths	1,300,000	1,170,000			Batch A			Batch B			Batch C			New Batch





OIL & GAS TECHNOLOGY TRAINING COURSES

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Oil and Gas Exploration Fundamentals	5 days	300,000	270,000		19-23				3-7	1-5				4-8	2-6
Petroleum Reservoir Engineering	5 days	350,000	315,000	15-19			15-19					23-27			
Introduction to Offshore Drilling Operations	5 days	350,000	315,000			18-22			24-28		5-9				
Gas Processing and Treatment Technologies	5 days	350,000	315,000					6-10		22-26			7-11		
Health, Safety, and Environment (HSE) in the Oil and Gas Industry	3 days	200,000	180,000			20-22			10-12						3-5
Oil and Gas Project Management	5 days	300,000	270,000		19-23			13-17		8-12	12-16				
Pipeline Design and Integrity Management	5 days	350,000	315,000					6-10		22-26			7-11		
Petroleum Geology and Exploration Techniques	5 days	300,000	270,000		5-9									25-29	16-20
Oil and Gas Asset Management	4 days	250,000	225,000	8-11			22-25					2-5			
LNG (Liquefied Natural Gas) Fundamentals	3 days	200,000	180,000				8-10			22-24					
Oil and Gas Contracts and Negotiations	4 days	200,000	180,000	23-25		4-7						3-6		4-7	9-12
Subsea Engineering and Technology	6 days	320,000	288,000	15-17			15-20					23-28			
Risk Management in the Oil and Gas Sector	4 days	200,000	180,000	15-18	12-15	18-21	2-5				6-9			18-21	10-13
Oil and Gas Financial Modeling	5 days	300,000	270,000		19-23					1-5				4-8	2-6
Digital Transformation in Oil and Gas	3 days	200,000	180,000				8-10			22-24					
Oil and Gas Regulatory Compliance	4 days	250,000	225,000	16-19		12-15						16-19			
Renewable Energy in the Oil and Gas Industry	3 days	200,000	180,000		20-22					27-28			8-10		16-18
Oil and Gas Supply Chain Management	5 days	300,000	270,000		19-23				3-7	1-5				4-8	2-6
Carbon Capture and Storage (CCS) in the Energy Sector	4 days	250,000	225,000	23-25				14-17			6-9		22-25	5-8	
Petroleum Economics and Investment Analysis	5 days	300,000	270,000	8-12			22-26					2-6			

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ACCOUNTANTS SUMMIT



RENEWABLE ENERGY TECHNOLOGIES

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Introduction to Renewable Energy Sources	3 Days	200,000	180,000	29-31			8-10				6-8				3-4
Solar Photovoltaic (PV) System Design and Installation	5 Days	300,000	270,000			18-22					12-16				16-20
Wind Energy Fundamentals and Applications	4 Days	250,000	225,000		20-23				12-15					19-22	
Hydropower Systems and Small-Scale Hydroelectricity	3 Days	200,000	180,000		26-28				11-13				16-18		
Bioenergy and Biomass Technologies	4 Days	250,000	225,000			19-22						23-26			
Geothermal Energy Exploration and Utilization	3 Days	200,000	180,000			27-29					13-15			26-28	
Energy Storage Solutions for Renewables	3 Days	200,000	180,000	17-19				15-17					2-4		
Smart Grid Technologies and Integration	4 Days	250,000	225,000		19-22					23-26				25-28	
Energy Efficiency and Conservation in Renewable Systems	3 Days	200,000	180,000		20-22				10-12		6-8			25-26	
Renewable Energy Policy and Regulatory Frameworks	3 Days	200,000	180,000	23-25			3-5			11-13			14-16		

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ICAN CONFERENCE
NOVEMBER 2025

DATA-DRIVEN DECISION MAKING IN FINANCE

- HARNESSING BIG DATA FOR FINANCIAL ANALYSIS
- PREDICTIVE ANALYTICS FOR FINANCIAL PLANNING
- ROLE OF ARTIFICIAL INTELLIGENCE IN FINANCIAL FORECASTING
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- Role of Artificial Intelligence in Financial Forecasting
- Building a Data-Driven Finance Team

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MICRO-FINANCE TRAINING COURSES

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Microfinance Banking Fundamentals	4 days	250,000	225,000		12-15			21-24							
Risk Management in Microfinance Institutions	3 days	190,000	171,000		12-14			8-10			5-7				
Microfinance Operations and Management	5 days	300,000	270,000			18-22				15-19				20-22	
Financial Inclusion Strategies for Microfinance Banks	3 days	190,000	171,000				8-10			22-24					
Credit Risk Assessment in Microfinance	4 days	250,000	225,000	16-19		12-15		16-19				16-19			
Microfinance Regulatory Compliance	4 days	250,000	225,000	9-12			23-26			2-5				25-28	
Customer Relationship Management in Microfinance	3 days	190,000	171,000		12-14				11-13			18-20			
Digital Transformation in Microfinance	3 days	190,000	171,000				2-4				7-9			27-29	
Microfinance Products Development	4 days	250,000	225,000	22-25				20-23						26-29	
Microfinance Accounting and Financial Reporting	5 days	300,000	270,000				15-19						14-18		
Microfinance Marketing and Branding	3 days	190,000	171,000			20-22				9-11			7-9		
IT Infrastructure for Microfinance Banks	4 days	250,000	225,000			12-15					6-9				3-6
Microinsurance in Microfinance Institutions	3 days	190,000	171,000		12-14				4-6						2-4
Governance and Ethics in Microfinance	4 days	250,000	225,000	15-18						22-25					
Financial Technology (Fintech) for Microfinance Banks	3 days	190,000	171,000				8-10				7-9			25-27	
Microfinance Risk Mitigation Strategies	4 days	250,000	225,000					20-23					7-10		
Microfinance Business Planning and Strategy	5 days	300,000	270,000		12-16						19-23				
Microfinance Auditing and Internal Controls	4 days	250,000	225,000			25-28						17-20			
Client-Centric Approaches in Microfinance	3 days	190,000	171,000	29-31						12-14				26-28	
Social Performance Management in Microfinance	3 days	190,000	171,000			27-29						25-27			2-3
CFO and the Team Annual Conference	3 days	190,000	171,000			20-22						11-13			

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PUBLIC SECTOR TRAINING

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Corporate Governance and Risk Management For State and Public Sector Organisations	5 Days	300,000	270,000		19-23				3-7	1-5				4-8	2-6
Performance Measurement in Government	5 Days	300,000	270,000	15-19			15-19					23-27			
Strategic Public Affairs and Government Relations Programme	5 Days	300,000	270,000			18-22			24-28		5-9				
Project Appraisal: Identification, Policy Analysis and Selection	5 Days	300,000	270,000					6-10		22-26			7-11		
Project Policy and Financial Appraisal	5 Days	300,000	270,000		5-9									25-29	16-20
Masterclass in Corporate Affairs and Governance	5 Days	300,000	270,000	8-12			22-26					2-6			
Strategic Leadership in Government	5 Days	300,000	270,000			4-8				15-19			21-25		
Strategic Media Planning	5 Days	300,000	270,000					27-31	3-7		26-30				
The Strategic Public Manager	5 Days	300,000	270,000		12-16		15-19								9-13
The Complete Course on How to Supervise Public Sector	5 Days	300,000	270,000						24-28			9-13			
Internal Controls Guidelines for Public Sector Auditors	5 Days	300,000	270,000	8-12		18-22									
Intensive International Public Sector Accounting Standards (IPSAS) Training	5 Days	300,000	270,000		19-23			13-17		8-12	12-16				
The Procurement Act: Provisions, Implementation and Challenges	4 Days	250,000	225,000						24-27			23-26			10-13
Introduction to Public Procurement and Supply Chain Management	4 Days	250,000	225,000	9-12				20-24		23-26				12-15	
Advanced Financial Management in the Public Sector	4 Days	250,000	225,000		6-9		16-19						28-31		
Advanced Accrual-based IPSAS	4 Days	250,000	225,000			5-8						10-13			17-20
Public Relations Techniques and Communication Skills	4 Days	250,000	225,000		26-29				4-7	9-12	13-16				
Advanced Financial Management in the Public Sector - Planning, Implementation, Reporting and Analyses	4 Days	250,000	225,000	23-26				14-17			6-9		22-25	5-8	
Work Ethics, Attitudes and Productivity Enhancement Program for Public Sector Officers	4 Days	250,000	225,000		19-22		22-25			22-25		24-27			
International Public Sector Accounting Standards (IPSAS) for Managers, Directors and Stakeholders	4 Days	250,000	225,000			19-22			24-27						2-5
Financial Analysis, Modelling and Forecasting in the Public Sector	4 Days	250,000	225,000		13-16			6-9			19-22			19-22	
Critical Thinking and Problem Solving For Public Service Leaders	4 Days	250,000	225,000				15-18			1-4			14-17		
Data Governance, Protection and Compliance Management for Public Sector officers	4 Days	250,000	225,000									16-19			
Document Control and Records Management for Public sector administrators	4 Days	250,000	225,000		5-8			27-30	25-28	8-11	27-30		8-11	25-28	9-12
Public Sector Data Analysis and Reporting Techniques	4 Days	250,000	225,000	15-18	12-15	18-21	2-5				6-9			18-21	10-13
Digitisation and File Management for public sector managers	4 Days	250,000	225,000	2-5				13-16	3-6		5-8	23-26	15-18		
Public sector Applied Data Analysis Masterclass	4 Days	250,000	225,000		20-23	25-28	23-26			15-18			22-25	11-14	3-6
Big Data Fundamentals	4 Days	250,000	225,000	23-25		4-7						3-6		4-7	9-12



HUMAN RESOURCES MANAGEMENT



TRAINING



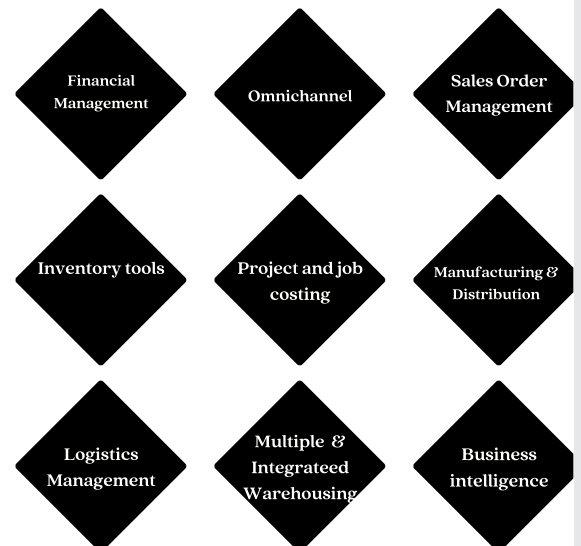
COACHING MENTOR MOTIVATION SKILL KNOWLEDGE KNOW-HOW LEADERSHIP

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
HR Processes, Culture and Change Management Programme	3 days	190,000	171,000	8-10				8-10			7-9				3-5
Job Evaluation and Analysis: Understanding Reward Management	3 days	190,000	171,000			6-8				2-4			2-4		9-11
Advanced Selection, Interviewing and Recruitment Skills	3 days	190,000	171,000			25-27							22-24	17-18	
Employee Relations: Motivation, Grievances and Discipline	3 days	190,000	171,000	24-26		25-27					26-29				
Compensation & Benefit Administrator In Human Resources Management	3 days	190,000	171,000			25-27		27-29				23-24		26-28	
Performance Management: Setting Objectives, & KPI's Management	3 days	190,000	171,000			5-6		8-9				18-19		18-19	
Linking Training to Organizational Goals	2 days	170,000	153,000		20-21		8-9			2-3					2-3
Workforce Planning and Budgeting	2 days	170,000	153,000	23-24				20-22			7-8			27-28	
Basics of Human Resources Management	2 days	170,000	153,000		20-21				17-18			24-25			3-4
Strategic Workforce Planning Masterclass	3 days	190,000	171,000			19-21					14-16				9-11
HR Leadership - Competencies for Exceptionary Performance	2 days	170,000	153,000			5-6					13-14			26-27	
Designing and Implementing a Performance Management System	2 days	170,000	153,000	22-23			10-11			2-3			14-15		
Writing HR Policies and procedures Training	2 days	170,000	153,000		12-13				11-13						14-15
Strategic Talent Management	3 days	190,000	171,000				8-10				13-15				
Identifying Training Needs and Evaluating Trainings	2 days	170,000	153,000	22-23				15-16					8-9		
Job Description Writing Workshop in Human Resources Management	2 days	170,000	153,000			19-20						25-27			
Measuring & Maximising Training ROI in Human Resources Management	2 days	170,000	153,000				8-9							27-28	
Human Resources KPI's - Benchmarking HR Performance	2 days	170,000	153,000		12-13					17-18					
Performance Management - Setting Objectives and Conducting Appraisals in Human Resources Management	2 days	170,000	153,000					22-23					7-8		



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CONTRACT, PROJECT AND PROCUREMENT MANAGEMENT

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Managing Vendor Qualification, Performance and Contract Compliance	3 days	190,000	171,000	8-10				8-10			7-9				3-5
Effective Purchasing, Supplier Selection and Contract Preparation	3 days	190,000	171,000		14-16				5-7			16-18		11-13	
Managing Tenders, Specification and Contracts	3 days	190,000	171,000			6-8				2-4			2-4		9-11
Global Sourcing, Selecting Contracts Clauses & Successful Completion	3 days	190,000	171,000	24-26		25-27					26-28				
Effective Purchasing, Tendering and Supplier Selection	3 days	190,000	171,000				16-18		25-27			25-27			8-9
Project Maintenance, Contracting and Outsourcing	3 days	190,000	171,000			25-27		27-29				23-25		26-28	
Bidding, Evaluation, Negotiating and Contract Award	3 days	190,000	171,000		20-22					27-28			8-10		
Project Appraisal: Identification, Policy Analysis and Selection	3 days	190,000	171,000		20-22					24-26				26-28	
Effective Purchasing and Contract Negotiation Strategies	3 days	190,000	171,000	29-31			8-10					17-19			
Contract Administration: Understanding and Implementing Contractual Obligations	3 days	190,000	171,000			20-22			10-12						3-5
Tendering Procedures and Bid Evaluation	3 days	190,000	171,000		27-29						20-22		28-30		
Project Cost Estimating, Budgeting and Value Engineering Skills and Training	3 days	190,000	171,000				8-10			22-24					
Feasibility Studies: Preparation, Analysis and Evaluation	3 days	190,000	171,000												
Contract Risk Management and Compliance	2 days	170,000	153,000	29-30			9-10				7-8				
Managing and Negotiating with Consultants and Contractors	2 days	170,000	153,000					21-22						25-26	
Project Appraisal and Risk Management	2 days	170,000	153,000		12-13				10-11				2-3		
The Effective Buyer	2 days	170,000	153,000			26-27					6-7				
Effective Contract Preparation	2 days	170,000	153,000	24-25				27-28							3-4

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NOVEMBER 2025

DATA-DRIVEN DECISION MAKING IN FINANCE

- HARNESSING BIG DATA FOR FINANCIAL ANALYSIS
- PREDICTIVE ANALYTICS FOR FINANCIAL PLANNING
- ROLE OF ARTIFICIAL INTELLIGENCE IN FINANCIAL FORECASTING
- BUILDING A DATA-DRIVEN FINANCE TEAM



QUALITY CONTROL

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Risk Assessment: Method Statement and Quality Plan	3 days	190,000	171,000		20-22					24-26				26-28	
Business System Analysis: Discovering, Analysing, Modelling and Satisfying user Requirements	3 days	190,000	171,000	29-31			8-10					17-19			
Leading and Managing change: Best Practices in Change Management Processes and Communication	3 days	190,000	171,000			20-22			10-12						3-5
Quality Assurance and Management System: Concept for Quality Management, Implementation and Audit	3 days	190,000	171,000	29-31						28-30				26-28	
Essential of Balanced Scorecard	2 days	170,000	153,000				2-3					25-26			
Quality Assurance and Control	2 days	170,000	153,000												
Benchmarking: Comparing your Performance with the Best	2 days	170,000	153,000			19-20		22-23							2-3
Operational Excellence: Managing Performance	2 days	170,000	153,000		14-15				25-26				15-16		
Simplification of Work Processes and Procedures	2 days	170,000	153,000	29-30			9-10				7-8				
Improving Productivity through Quality, and Cost Reduction	2 days	170,000	153,000					21-22						25-26	
Strategic Quality Management Training	2 days	170,000	153,000		12-13				10-11				2-3		
Total Quality Management: Tool Box for Continual Improvement	2 days	170,000	153,000			26-27					6-7				
Process Management - Mapping and Improvement	2 days	170,000	153,000	29-31				27-28							3-4

WAREHOUSE MANAGEMENT

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Managing Vendor Qualification, Performance & Contract Compliances	3 Days	190,000	171,000		19-21				10-12				9-11		
Advanced Logistics and Material Management	4 Days	250,000	225,000				8-11				20-22				3-5
Improving Supply Chain Management, Transportation, Inventory & Admin	4 Days	250,000	225,000	23-26				20-23				23-26			
Global Procurement & Supply Chain Management for the Oil and Gas Industry	3 Days	190,000	171,000		14-16					23-26				26-28	
Effective Tendering, Bidding Strategies and Evaluation	3 Days	190,000	171,000			26-28					13-16				16-18
Advanced Techniques for Managing and Improving Warehouse Inventory, Stock Control, Spares, Export and Import Logistics	5 Days	300,000	270,000					18-22					7-11		
Bidding, Evaluation, Negotiation and Contract Award	5 Days	300,000	270,000		12-16						5-9				
Effective Purchasing and Contract Negotiation Strategies	3 Days	190,000	171,000			19-21			11-13					27-30	
Procurement and Supply Chain Management Best Practices	4 Days	250,000	225,000										14-17		
Logistics and Supply Chain Management	4 Days	250,000	225,000		12-15						13-16				



LEADERSHIP AND INTERPERSONAL SKILLS



Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Strategic Thinking and Business Planning	3 days	190,000	540,000			6-8			19-21				28-30		
Leading High Performing Teams	2 days	170,000	180,000		7-8			7-8		23-25		3-4			10-11
Building Personal Leadership Skills	2 days	170,000	270,000				29-30				6-7				
The Competent Manager	2 days	170,000	450,000			12-13				17-18					
Advanced Emotional Intelligence Masterclass	2 days	170,000	180,000	29-30				28-29				24-25			
Risk Management, Control and Compliances	2 days	170,000	360,000	23-25					25-26				24-25		
Persuasion and Influence With Emotional Intelligence	2 days	170,000	360,000	16-17				30-31			28-29				
Business Improvement and Quality Techniques	2 days	170,000	720,000		1-2	19-20			6-7			26-27		21-22	
Strategy and Strategic Planning	2 days	170,000	360,000	11-12							8-9				9-10
Strategic Thinking, Analysis and Planning	2 days	170,000	720,000		22-23				27-28			19-20			
Mastering People Management & Team Leadership	3 days	190,000	450,000			25-27		15-17			5-7				
Planning, Organizing and Control for Optimal Result	2 days	170,000	360,000				25-26			2-3			10-11		18-19
Strategic Quality Management	2 days	170,000	450,000						20-21						
Strategic Management in The Public Sector	3 days	190,000	360,000		5-6				10-11			10-11			
Successful Planning, Organizing and Control	2 days	170,000	360,000			14-15		13-14					16-17		
The Balanced Scorecard: Achieving Performance Excellence	2 days	170,000	720,000	9-10			22-23				26-27			25-26	
The Certified Business Analyst Professional	3 days	170,000	270,000	29-31				6-8				23-25			
The Certified Strategist: From Planning To Execution	2 days	170,000	450,000		19-20				3-4					12-13	
Leading With Agility and Resilience	2 days	170,000	270,000				2-3			29-30			3-4		
Managing Multiple Task, Priorities and Deadlines	2 days	170,000	270,000			1-2			24-25			11-12			
Negotiating For Success	2 days	170,000	720,000					20-21			7-9			4-5	
The Power Of Positive Attitude	2 days	170,000	450,000		13-14					25-26					12-13
Corporate Leadership Summit	3 days	190,000	1,080,000				16-18					3-5		26-28	
Leadership Boot Camp	2 days	170,000	810,000			25-26		22-23		18-19					
Global Executive Summit	3 days	190,000	632,283		6-8				4-6			9-11			17-19



PLANNING AND STRATEGY MANAGEMENT

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Leading and Managing Breakthrough Innovation	2 days	170,000	153,000		12-13						1-2				
Certified Organizational Development Professional	3 days	190,000	171,000				10-12			22-24					
Competitive Strategies and Value Innovation	2 days	170,000	153,000	29-30									7-8		
Conducting Successful Business Reviews	2 days	170,000	153,000			20-21									
Crisis Management	2 days	170,000	153,000		27-28				5-6						
Process Management: Mapping and Improvement	2 days	170,000	153,000				9-10			23-24					
Shaping the Future: Tools for developing Strategic Foresight	2 days	170,000	153,000	17-18								23-24			
Strategic Decision Making in Competitive Environments	2 days	170,000	153,000					21-22							3-4
Business Continuity Management	2 days	170,000	153,000			20-21					6-7				
Certificate in Key Performance Indicator	2 days	170,000	153,000				3-4						2-3		
Developing and Implementing the Business Plan	2 days	170,000	153,000		26-27						6-7				
EFQM: Journey to Excellence (J2E)	2 days	170,000	153,000	22-23											
Planning, Organizing and Control for Optimal Result	3 days	190,000	171,000			25-27				23-25					
Strategic Quality Management	2 days	170,000	171,000					21-22							
Strategic Thinking and Planning	2 days	170,000	171,000				9-10							20-21	
Strategic Management in the Public Sector	3 days	190,000	171,000	24-26								17-19			
Successful Planning, Organizing and Control	3 days	190,000	171,000			5-6				10-11					
The Balanced Scorecard: Achieving Performance Excellence	2 days	170,000	153,000		6-7						5-6				
The Balanced Scorecard: Achieving Performance Excellence	3 days	190,000	171,000				2-4						2-4		



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WORKFLOW MGT

ASSET MANAGEMENT

HRM



INTERPERSONAL SKILLS

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Emotional Intelligence: Becoming Better Leaders Through Improved Lifestyle	2 days	170,000	153,000		6-7				4-5				2-3		
Advanced Communication Skills	2 days	170,000	153,000			6-7									
Certified Team Player	2 days	170,000	153,000							9-10				12-13	
Creative Thinking and Innovation Techniques	2 days	170,000	153,000	16-18			2-3					10-11			
Emotional Intelligence Workshop	3 days	190,000	171,000		14-16			8-10							3-5
Emotional Intelligence: Strategies for Success	3 days	190,000	171,000			20-22				17-19					
High Performing Team	2 days	170,000	153,000			19-20					5-6				
Managerial Decision Making and Problem Solving	2 days	170,000	153,000												
Win-Win Negotiation Skills	2 days	170,000	153,000				3-4						7-8		
Interpersonal Communication Skills	2 days	170,000	153,000	10-11				20-21						19-20	
Leading with Agility and Resilience	2 days	170,000	153,000		26-27				26-27			9-10			
Managing Conflict: Power through Influence	2 days	170,000	153,000			3-4				6-7					11-12
Managing Multiple Tasks, Priorities and Deadlines	2 days	170,000	153,000				15-16				20-21				
Negotiating for Success	2 days	170,000	153,000	22-23				28-29							
The power of Positive Attitude	2 days	170,000	153,000												
The Essentials of Positive Etiquette and Protocol	2 days	170,000	153,000		27-28						22-23				19-20
Presentation Design and Delivery	2 days	170,000	153,000												
Persuasion and Influencing through Emotional Intelligence	3 days	190,000	171,000	24-26				20-22							
Time Management and Stress Control	2 days	170,000	153,000			19-20							7-8		

CUSTOMER CARE SERVICES

Courses	Duration	Premises	Virtual	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Excellence In Customer Services	3 Days	190,000	171,000	16-18			23-25			10-12		16-18			2-4
Customer Profiling Techniques and Procedures	2 Days	170,000	153,000		5-6			8-9	10-11				8-9		
Customer Focused Selling Techniques	2 Days	170,000	153,000			25-26	3-4			29-30	7-8			26-27	
Customer Service For The Public Sector	2 Days	170,000	153,000					13-14	5-6			2-3			17-18
ILM Endorsed Service Quality and Excellence	3 Days	190,000	171,000	23-25	26-28					9-11			28-30		
Measuring and Managing Customer Satisfaction: ISO 9001 & Beyond	2 Days	170,000	153,000			13-14		23-24			12-13			4-5	11-12
The Customer Complaint System: A tool for Customer Service Improvement	2 Days	170,000	153,000	15-16			8-10					18-20			



HOW TO REGISTER FOR OUR COURSES

All our registrations are done online @ www.dawibassociates.com

Payment

All course fees stated covers tuition, e-copy of course materials, tea break and launch and are exclusive of VAT. Booking are said to be confirmed when payment of fees are made. All payments are to be made 1 week before training to ensure reservation is properly made. All payments whether cheques, bank deposit or transfer are made in favour of - Dawib Associates Limited (0556230608 - GTB, 1016757524 - Zenith)

Cancellation and Refund Policy

Cancellations or transfers may be without any penalty no later than two weeks before the course start date. If customer transfers to another course or to another candidate prior to two weeks before the start date, 100% of any prepaid tuition, course fee will be applied toward the fee for the subsequent course.

If you need to cancel your registration for any course already paid for, please notify us by sending an email to info@dawibassociates.com at least five (5) business days before the date of the course. You can utilise the amount paid for any other course or for the same course at another date. Refund fees paid will be made but less 10% administrative charge if notification is received in advance according to the above specific days. No refund for no-show situation.

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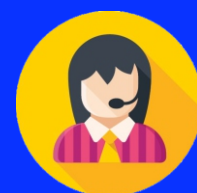
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