

<b>IMPACT CONSULTING</b> www.impactconsultingng.com		Learning Centre : 10 Obokun street, off Coker road, Ilupeju, Lagos. Tel: 08033014321, 08033876456, 08023060462													
<b>2019 OPEN PROGRAM</b>		DURATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	FEE
<b>STRATEGY AND BUSINESS PERFORMANCE</b>															
1	MANAGEMENT RETREAT	2-3 Days													
2	BUSINESS/SALES PERFORMANCE CONFERENCE	2-3 Days				IN-PLANT				IN-PLANT					
3	STRATEGIC PLANNING & IMPLEMENTATION	3 Days				IN-PLANT				IN-PLANT					
4	HOW TO PREPARE A BUSINESS PLAN	2 Days				IN-PLANT				IN-PLANT					
5	EFFECTIVE CHANGE MANAGEMENT	2 Days				IN-PLANT				IN-PLANT					
6	PERFORMANCE MANAGEMENT WORKSHOP	2 Days				IN-PLANT				IN-PLANT					
7	STAKEHOLDERS MANAGEMENT & COMMUNICATION	2 Days		11-12				13-14				14-15			97,500
<b>PROFESSIONAL EFFECTIVENESS</b>															
8	PRODUCTIVITY IMPROVEMENT SKILLS	2 Days			14-15			13-14			12-13				97,500
9	OFFICE MANAGEMENT & ADMINISTRATION	3 Days		11-13			15-17		10-12				13-15		108,500
10	RECORDS MANAGEMENT & ARCHIVING	3 Days			11-13				17-19				13-15		108,500
11	DESIGN THINKING AND INNOVATION	3 Days				IN-PLANT				IN-PLANT					
12	PROTOCOL & TRAVEL MANAGEMENT	3 Days		13-15				19-21			16-18				108,500
13	EFFECTIVE PRESENTATION & PUBLIC SPEAKING SKILLS	2 Days			18-19			24-25				17-18			97,500
14	BUSINESS WRITING & COMM. SKILLS	3 Days		13-15			20-22						18-20		108,500
15	EFFECTIVE INTERPERSONAL SKILLS	3 Days			18-20				15-17			14-16			108,500
16	COMMERCIAL AWARENESS FOR TECHNICAL PEOPLE	2 Days				IN-PLANT				IN-PLANT					
17	IMPROVING PERSONAL EFFECTIVENESS	2 Days		14-15			13-14			19-20			18-19		97,500
18	TEAM BUILDING FOR HIGH PERFORMANCE TEAM	2 Days			18-19			24-25			9-10				97,500
19	CREATIVE PROBLEM SOLVING & DECISION MAKING	2 Days				8-9			8-9			17-18			97,500
20	TIME & PRIORITY MANAGEMENT	2 Days			14-15		13-14			8-9		14-15			97,500
21	EMOTIONAL INTELLIGENCE AT WORK	2 Days				16-17				8-9			7-8		97,500
22	SHARPENING NEGOTIATION SKILLS	2 Days		18-19			16-17				16-17				97,500
<b>SUPPLY CHAIN MANAGEMENT</b>															
23	BID AND TENDER MANAGEMENT	2 Days			14-15			17-18			19-20				97,500
24	LOGISTICS & SUPPLY CHAIN MANAGEMENT	3 Days				8-10			8-10			7-9			108,500
25	INVENTORY MANAGEMENT & STOCK CONTROL COURSE	3 Days		18-20				19-21				14-16			108,500
26	CONTRACT & PROCUREMENT MANAGEMENT	3 Days				10-12				19-21			13-15		108,500
27	DISTRIBUTION & LOGISTICS MANAGEMENT	3 Days				IN-PLANT				IN-PLANT					108,500
28	WAREHOUSE OPERATIONS PLANNING & MANAGEMENT	3 Days			13-15				17-19				20-22		108,500
<b>PROJECT &amp; FACILITIES MANAGEMENT SUCCESS</b>															
29	EFFECTIVE PROJECT MANAGEMENT	3 Days		20-22			15-17			7-9					108,500
30	PROJECT BUDGETING AND RISK MANAGEMENT	2 Days			18-19			24-25					7-8		97,500
31	PROJECT LEADERSHIP COURSE	2 Days				11-12								5-6	97,500
32	PROJECT MONITORING AND CONTROL	2 Days							8-9			9-11			97,500
33	FACILITIES MANAGEMENT	3 Days			11-13		13-15				11-13				108,500
<b>MANAGEMENT &amp; LEADERSHIP</b>															
34	MANAGING PEOPLE FOR RESULT	3 Days		20-22			8-10				9-11				108,500
35	LEADING TEAMS	2 Days			11-12		13-14			22-23					97,500
36	MANAGEMENT & BUSINESS SKILLS FOR SECRETARIES	3 Days		18-20			8-10		15-17			16-18			108,500
37	PROFITABLE BRANCH MANAGEMENT	3 Days				IN-PLANT				IN-PLANT					
38	ADVANCED MANAGEMENT & ADMIN SKILLS FOR PAS	3 Days			13-15			24-26					6-8		108,500
39	SUPERVISORY SKILLS DEVELOPMENT	3 Days		13-15				19-21		7-9			13-15		108,500
40	LEADERSHIP DEVELOPMENT PROGRAMME	2 Days				15-16					12-13			5-6	97,500
41	EFFECTIVE DELEGATION & MOTIVATION	2 Day		11-12			16-17			19-20					97,500
42	ADVANCED SUPERVISORY SKILLS	2 Days				11-12			8-9				7-8		97,500
43	MANAGEMENT SKILLS DEVELOPMENT	3 Days			11-13			17-19				7-9			108,500
44	IMPROVING MANAGERIAL EFFECTIVENESS	3 Days				10-12			8-10			9-11			108,500
<b>QUALITY &amp; SERVICE EXCELLENCE</b>															
45	QUALITY IMPROVEMENT & MANAGEMENT	3 Days		20-22			20-22			19-21			13-15		108,500
46	FRONT OFFICE CUSTOMER RELATIONS	2 Days			18-19			24-25					18-19		97,500
47	SUPERIOR CUSTOMER SERVICE	3 Days				8-10		17-19			18-20				108,500
48	HANDLING CUSTOMER COMPLAINTS	2 Days		18-19			20-21		11-12						97,500
49	SERVICE MANAGEMENT	2 Days				15-16						7-8			97,500
<b>HUMAN RESOURCES MANAGEMENT</b>															
50	FUNDAMENTALS OF HR MANAGEMENT	3 Days		18-20			20-22				11-13				108,500
51	RECRUITMENT & SELECTION BEST PRACTICES	2 Days				15-16			18-19			17-18			97,500
52	HR PERFORMANCE METRICS	1 Day			15			21					15		50,000
53	TRAINING MGT. & FACILITATION SKILLS	3 Days			13-15		13-15			7-9					108,500
54	ADVANCED HUMAN RESOURCES	2 Days				11-12			15-16					5-6	97,500
55	EMPLOYMENT & CONTRACT LAW	2 Days		14-15						16-17		14-15			97,500
56	MANAGING CONFLICTS IN THE WORKPLACE	2 Days				15-16			8-9						97,500
57	LABOUR & INDUSTRIAL RELATIONS	3 Days			18-20			24-26			9-11				108,500
<b>SALES, MARKETING &amp; CLIENT RELATIONSHIP</b>															
58	FUNDAMENTAL SELLING SKILLS	3 Days		11-13			8-10			21-23			18-20		108,500
59	PROFESSIONAL SELLING SKILLS	3 Days			11-13			17-19				7-9			108,500
60	SELLING TO MAJOR ACCOUNTS	3 Days					13-15						20-22		108,500
61	SELLING IN TOUGH TIMES	2 Days				11-12		20-21			19-20				97,500
62	RETAIL SELLING & MERCHANDISING	2 Days			14-15				11-12						97,500
63	ADVANCED SELLING SKILLS	3 Days				8-10				7-9				4-6	108,500
64	KEY ACCOUNT MANAGEMENT	2 Days		14-15				13-14			12-13				97,500
65	FIELD SALES MANAGEMENT	3 Days			18-20				10-12				13-15		108,500
66	STRATEGIES FOR FINDING & WINNING NEW BUS.	2 Days		21-22			20-21			8-9					97,500
67	E - SELLING SKILLS	2 Days		18-19							9-10				97,500
68	MARKETING & RELATIONSHIP MANAGEMENT	3 Days				15-17			17-19			16-18			108,500
<b>FINANCE, BANKING AND ACCOUNTS</b>															
69	FINANCE FOR NON FINANCE MANAGERS	3 Days			20-22			24-26				9-11			108,500
70	ANALYSING FINANCIAL STATEMENTS	3 Days				15-17			17-19			14-16			108,500
71	BASIC ACCT. PRINCIPLES & BOOK-KEEPING	3 Days		18-20			20-22				18-20				108,500
72	CREDIT & RISK MANAGEMENT COURSE	3 Days			IN-PLANT			IN-PLANT			IN-PLANT				
73	EFFECTIVE BUDGET & COST CONTROL	2 Days				14-15			13-14			9-10			97,500
74	FIXED ASSETS MANAGEMENT	2 Days				11-12				19-20			21-22		97,000
75	CREDIT CONTROL & DEBT RECOVERY	2 Days		21-22			13-14						18-19		97,500
			JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	