



Course	Duration		Start	Finish	Price - US\$Ex Vat	Trainer
The Ultimate Supervisors & Managers Workshop	2 day	SUP2	9/15/2014	9/16/2014	\$750	Dr. Larry Midgett
The How To's of Win Win Negotiation	1 day	NGSK	9/17/2014	9/17/2014	\$395	Dr. Larry Midgett
The Manager's Role in Developing People	1 day	YEDEV	9/18/2014	9/18/2014	\$395	Dr. Larry Midgett
Giving and Receiving Feedback and Constructive Criticism	1 day	YCRIF	9/19/2014	9/19/2014	\$395	Dr. Larry Midgett
Business Speaking Skills: How to Sound Polished When the Spotlight's on You	1 day	PSK	9/22/2014	9/22/2014	\$395	Pamela Jett
Keys to Building & Strengthening Workplace Relationships	2 day	HTWP2	9/23/2014	9/24/2014	\$750	Pamela Jett
Working Effectively with Others Using Emotional Intelligence	1 day	EMITL	9/25/2014	9/25/2014	\$395	Pamela Jett
Leadership Excellence: Leading With Purpose, Principle & Passion	1 day	YLEX	9/26/2014	9/26/2014	\$395	Pamela Jett
How to Create and Deliver Exceptional PowerPoint Presentations	1 day	PWRRCR	10/6/2014	10/6/2014	\$395	Teresa Bell
How to Handle Difficult People	1 day	HHDP	10/7/2014	10/7/2014	\$395	Teresa Bell
Life Balance & Stress-Reduction Solutions	1 day	TIME1	10/8/2014	10/8/2014	\$395	Teresa Bell
Time Management and Organization Skills	1 day	TIMEO	10/9/2014	10/9/2014	\$395	Teresa Bell
Building Better Communication Skills	2 day	NCOM2	10/20/2014	10/21/2014	\$750	Ray Santerini
Customer Service That Wows	1 day	CSWOW	10/22/2014	10/22/2014	\$395	Ray Santerini
How To Handle Conflict and Confrontation	1 day	HTMC	10/23/2014	10/23/2014	\$395	Ray Santerini
Getting Results Without Direct Authority	1 day	GRWA	10/24/2014	10/24/2014	\$395	Ray Santerini
The Basics of Writing Policies and Procedures	1 day	KPP	11/3/2014	11/3/2014	\$395	Jodie Beth Galos
Secrets of Successful Critical Thinking & Creative Problem Solving	1 day	YCTCP	11/4/2014	11/4/2014	\$395	Jodie Beth Galos
How to Give Effective Performance Feedback & Employee Reviews	1 day	PEV	11/5/2014	11/5/2014	\$395	Jodie Beth Galos
Strategic Planning	2 day	SPLN2	11/6/2014	11/7/2014	\$750	Jodie Beth Galos
The Essentials of Communication and Collaboration	1 day	EECC	11/10/2014	11/10/2014	\$395	Lisa Ryan
How to Engage, Empower & Encourage Employees	1 day	HEEEE	11/11/2014	11/11/2014	\$395	Lisa Ryan
The Extensive Business Writing & Grammar Course	2 day	GW2	11/12/2014	11/13/2014	\$750	Lisa Ryan
Decision-Making and Problem Solving Skills	1 day	DMPS	11/14/2014	11/14/2014	\$395	Lisa Ryan
Coaching, Mentoring and Team Building Skills	2 day	CMTB2	12/1/2014	12/2/2014	\$750	Tobi Atte
Cultivating Winning Attitudes	1 day	NEGAT	12/3/2014	12/3/2014	\$395	Tobi Atte
Motivation Techniques For Managers and Supervisors	1 day	YEPRF	12/4/2014	12/4/2014	\$395	Tobi Atte
How to Manage Emotions and Excel Under Pressure	1 day	EMOT	12/5/2014	12/5/2014	\$395	Tobi Atte
Social Media Marketing <b>**New July 2013**</b>	2 day	SMKT2	12/8/2014	12/9/2014	\$750	Mark Linsenbardt
Advanced Social Media Marketing Techniques	1 day	ASMM	12/10/2014	12/10/2014	\$395	Mark Linsenbardt
Facebook Marketing for Relative Newbies	1 day	FACFB	12/11/2014	12/11/2014	\$395	Mark Linsenbardt
Vision & Communication Development	1 day	VISN	12/12/2014	12/12/2014	\$395	Mark Linsenbardt