# 2015 PCL Training Calendar









(July - December)







### Our Programme Categories at a Glance

#### **MANAGEMENT DEVELOPMENT**

- Developing Leadership Competencies
- Critical Thinking: Tools for Problem Solving and Decision Making
- Building and Developing Productive People
- Taking on Greater Responsibilities: Becoming a more Effective Supervisor Essential Management Skills

### **EXECUTIVE LEADERSHIP DEVELOPMENT - Nigeria**

- Inspiring Leadership through Emotional Intelligence- A New Paradigm for Executives
- Knowledge Management for Executives
- Strategic Thinking and Decision Making
- Contract Management & Executive Negotation Strategies
- Finance and Operations Strategy for Senior Executives: A Business Simulation Programme

### **PERSONAL DEVELOPMENT**

- Basic Business Writing Skills for Beginners
- High Impact Business Communication Effective Business
   Writing & Presentation Skills Personal Effectiveness & Mastery
- Effective Administration for P.A's and Secretaries
- Train-the-Trainer
- Emotional Intelligence for Managers and Team Leads
- Enhancing Workplace Productivity

### **OPERATIONS**

- Strategic Supply Chain Management
- Strategic Procurement Management
- Logistics Management and Effective Distribution Channel
- Facilities Management

### SALES AND CUSTOMER RELATIONSHIP MANAGEMENT

- Planning and Executing Marketing & Sales Strategies
- Executive Negotiation Workshop: Bargaining for Advantage
- Customer Relationship Management: A Digital Approach
- Delivering Superior Customer Service
- Social Media: From Engagement to Business Value
- Strategic Account Management
- Developing Contact Centre Skills

#### **HUMAN CAPITAL MANAGEMENT**

- Performance Management for Managers & Supervisors
- Developing HR Policies and Auditing Procedures
- Managing the HR Function
- Managing the Learning & Development Function
- Integrated Talent Management
- Talent Acquisition Strategy
- Introduction to Compensation and Benefit
- Competency Based HR Management
- Designing and Implementing Compensation & Benefit
- HR Business Partner
- HR Metrics & Analytics
- Competency-Based Interviewing Skills

### **CORPORATE STRATEGY**

- Business Process Mapping and Improvement
- Building and Sustaining Strategy for Competitive Advantage
- Execution: Key to Strategy Success
- Strategic Management

### **FINANCE**

- Financial Management & Credit Analysis
- Finance & Accounting for Non-Finance Professionals
- Designing Budgets & Control for Strategy Execution
- Basic Financial Modeling & Forecasting

### **E-LEARNING AND KNOWLEDGE MANAGEMENT**

- Certified Knowledge Manager Training and Certification
- Instructional Design and e-content development process
- e-Learning Authoring Tools: Articulate Storyline

### **SMALL AND MEDIUM SCALE ENTERPRISES**

- Accounting and Financial Management for SME's
- Marketing and Business Development for SME's
- Business Planning and Management for SME's
- Funding & Accessing SME Funds

#### **ENERGY COURSES**

- Fundamentals of Business Energy
- Fundamentals of Independent Power Projects
- Enhancing Public Relations Skills in the Energy Sector



### Our Programme Categories at a Glance

#### **TECHNOLOGY COURSES**

#### **PROJECT & PROGRAMME MANAGEMENT**

- Effective Project Management with Simulation
- Project Management Professional (PMP) Fast Track
- Prince 2® Foundation and Practioner & Certification
- Managing Successful Programmes (MSP) Foundation and Practitioner
- Project Management Tools and Software

### **RISK MANAGEMENT & BUSINESS ANALYSIS**

- Enterprise Risk Management
- Fundamentals of Business Analysis
- Business Analysis Bootcamp
- Business Intelligence and Data Mining

#### IT RISK & COMPLIANCE TRAININGS

- ISO/IEC 20000 Foundation & Certification
- ISO/IEC 20000 Auditor & Certification
- ISO/IEC 20000 Practitioner & Certification
- ISO 9001 Quality Management Systems Internal Auditors/Lead Auditor & Certification
- ISO 27001 Lead Auditor & Certification
- ISO 27001 Lead Implementer & Certification
- ISO 22301 Business Continuity Management Foundation
- ISO 22301 Business Continuity Management Lead Auditor & Certification
- ISO 22301 Business Continuity Management Lead Implementer & Certification

### **IT GOVERNANCE & SERVICE MANAGEMENT**

- COBIT 5 Awareness
- COBIT® 5 Foundation
- COBIT® 5 Implementer
- COBIT® 5 Assessor
- ITIL® Foundation with Apollo 13 Business Simulation & Certification (With Exam)
- TOGAF Foundation and Practitioner (With Exams)
- Senior IT Executive Leadership Programme (Dubai)

#### **DESKTOP SKILLS**

- Basic Intermediate Microsoft Excel
- Advanced Microsoft Excel
- Microsoft Excel Specialist

#### **E-BUSINESS & REVENUE ASSURANCE**

- Certified E-Business Professional (CEBP) & Certification
- Business Management Skills for IT Professionals
- ACL 101 Foundations
- ACL 201 Applications
- ACL 303 Functions & Scripts
- ACL Certified Data Analyst (ACDA)
- ACL Internal Controls
- Forensic Auditing: Detection and Prevention of Fraud

### **INFORMATION SECURITY TRAININGS**

- (ISC)2 CISSP CBK Review Seminar & Training
- (ISC)2 Certified Cyber Forensic Professional (CCFP)
- Business Continuity & Disaster Recovery Professional (DRP)
- Ethical Hacking & Counter Measure (CEH) & Certification
- Certified Hacking Forensic Investigator (CHFI) & Certification
- EC-Council Secuirty Analyst (ECSA) & Certification
- Certified Chief Information Security Officer (CCISO) & Certification
- Introduction to PCI Data Security Standard (PCI-DSS)
- Payment Card Industry Professional (PCIP) Training Only

### **OTHER COURSES**

- Leading High Performing Teams
- Principles & Practise of Corporate Governance
- Retail Operations Management
- Total Quality Management
- Developing A Consulting Mindset





Over 3,500 courses in 9 categories



**Mentoring from Harvard Business School** 





**Bespoke Courseware** Design

### **INFORMAL LEARNING**





**Leadership Development Channel** 



Access to a huge library all day everyday





**Financial Management Library** 

### **LEARNING TECHNOLOGY**





**Manages your** organisational learning







**Application cloning tool** for CBT

Talk to Phillips Learning Academy, the e-Learning power house of Nigeria and onestop shop for all formal and organised informal learning assets.

Talk to us

### July

### 2015 Training Calendar

PROGRAMME	NO OF DAYS	DATE	CATEGORY	LOCATION	FEE PER PARTICIPANT( <del>N</del> )
Delivering Superior Customer Service	2	1-2	S&C	Abuja	105,000.00
Customer Relationship Management: A Digital Approach	3	1-3	S&C	Lagos	135,000.00
Personal Effectiveness & Mastery	3	1-3	PD	Lagos	135,000.00
Enhancing Workplace Productivity	1	6	PD	Lagos	65,000.00
Taking on Greater Responsibilities: Becoming a More Effective Supervisor	3	6-8	MD	Lagos	135,000.00
Project Management Tools and Software	3	6-8	P&PM	Lagos	150,000.00
Integrated Talent Management	3	7-9	HCM	Abuja	150,000.00
Instructional Design and e-Content Development Process	3	8-10	EKM	Lagos	135,000.00
Building and Sustaining Strategy for Competitive Advantage	2	8-9	CS	Lagos	135,000.00
ACL 101 Foundations	3	8-10	EBR	Lagos	120,000.00
Enhancing Workplace Productivity	1	9	PD	Abuja	65,000.00
Effective Administration for P.A's and Secretaries	2	13-14	PD	Lagos	105,000.00
Designing Budgets & Control for Strategy Execution	2	13-14	F	Lagos	105,000.00
TOGAF Foundation and Practitioner (With Exams)	2	13-17	ITG	Lagos	450,000.00
Basic Financial Modelling and Forecasting	3	14-16	F	Abuja	150,000.00
Strategic Procurement Management	3	14-16	0	Lagos	150,000.00
Performance Management for Managers & Supervisors	2	21-22	HCM	Lagos	150,000.00
Strategic Management	3	21-23	CS	Lagos	150,000.00
Finance & Accounting for Non-Finance Professionals	4	21-23	F	Abuja	180,000.00
Developing HR Policies & Auditing Procedures	2	23-24	HCM	Lagos	150,000.00
Planning & Executing Marketing & Sales Strategies	3	27-29	S&C	Lagos	135,000.00
ISO 27001 Lead Implementer & Certification	5	27-31	ITR	Lagos	275,000.00
ITIL® Foundation with Apollo 13 Business Simulation & Certification (With Exam)	3	29-31	ITG	Lagos	150,000.00
Fundamentals of Independent Power Projects	2	30-31	Е	Lagos	200,000.00



Learning is a treasure that will follow its owner everywhere

...Chinese Proverb

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### Category



L&M- Leadership & Management Development, DS- Desktop Skill, PD- Personal Development, O- Operations,
 S&C- Sales & Customer Relationship Management, RM&B- Risk Management & Business Analysis, F- Finance,
 CS- Corporate Strategy, HCM- Human Capital Management, EKM- eLearning & Knowledge Management, E - Energy
 ITM&G- IT Management & Governance, IS&A- Information Security & Assurance, P&PM- Project & Programme Management





### **August**

### 2015 Training Calendar

PROGRAMME	NO OF DAYS	DATE	CATEGORY	LOCATION	FEE PER PARTICIPANT( <del>N</del> )
Social Media: From Engagement to Business Value	1	3	S&C	Lagos	65,000.00
ISO 22301 - Business Continuity Management Foundation	2	3-4	ITR	Lagos	150,000.00
Basic Business Writing Skills for Beginners	2	4-5	PD	Lagos	105,000.00
Developing Leadership Competencies	4	4-7	MD	Abuja	200,000.00
Business Process Mapping & Improvement	3	5-7	CS	Lagos	150,000.00
Designing and Implementing Compensation & Benefit	2	6-7	НСМ	Lagos	105,000.00
Introduction to Compensation and Benefit	1	10	НСМ	Lagos	65,000.00
Strategic Account Management	2	10-11	S&C	Lagos	105,000.00
Fundamentals of Business Energy	2	10-11	Е	Lagos	200,000.00
Prince 2® Foundation and Practioner & Certification	5	10-14	P&PM	Lagos	262,000.00
(ISC)2 Certified Cyber Forensic Professional (CCFP)	5	10-14	IST	Lagos	480,000.00
ISO 22301 - Business Continuity Management Lead Auditor &	5	10-14	ITR	Lagos	230,000.00
Certification					
Personal Effectiveness & Mastery	3	11-13	PD	Abuja	135,000.00
Building & Developing Productive People	3	11-13	MD	Lagos	135,000.00
Executive Negotiation Workshop: Bargaining for Advantage	2	17-18	S&C	Lagos	105,000.00
ISO 22301 - Business Continuity Management Lead Implementer & Certification	5	17-21	ITR	Lagos	230,000.00
Competency Based HR Management	3	18-20	НСМ	Lagos	135,000.00
Basic Financial Modeling & Forecasting	3	19-21	F	Lagos	150,000.00
HR Business Partner	2	20-21	НСМ	Lagos	105,000.00
Facilities Management	3	24-26	0	Lagos	150,000.00
Project Management Professional (PMP) Fast Track	5	24-28	P&PM	Lagos	200,000.00
Essential Management Skills	2	26-27	MD	Lagos	105,000.00
COBIT 5 Awareness	1	31	ITG	Lagos	60,000.00
Execution: Key to Strategy Success	3	31 Aug- 2 Sept	CS	Lagos	120,000.00
Certified Knowledge Manager - Training & Certification	5	31 Aug- 4 Sept	EKM	Lagos	\$2,500.00



Knowing is not enough; we must apply. Willing is not enough we must do

...Goethe

### August

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### Category



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### September

### 2015 Training Calendar

PROGRAMME	NO OF DAYS	DATE	CATEGORY	LOCATION	FEE PER PARTICIPANT( <del>N</del> )
Funding & Accessing SME Funds	1	1	SME	Lagos	65,000.00
Developing Leadership Competencies	4	1-4	MD	Lagos	200,000.00
ITIL® Foundation with Apollo 13 Business Simulation & Certification (With Exam)	3	2-4	ITG	Lagos	150,000.00
Delivering Superior Customer Service	2	3-4	S&C	Lagos	105,000.00
Introduction to PCI Data Security Standard (PCI-DSS)	2	3-4	IST	Lagos	120,000.00
HR Metrics & Analytics	2	7-8	НСМ	Lagos	105,000.00
Payment Card Industry Professional (PCIP) Training Only	3	7-9	IST	Lagos	150,000.00
Managing Successful Programmes (MSP) Foundation and Practitioner	5	7-11	P&PM	Lagos	262,000.00
Fundamentals of Business Analysis	3	8-10	RM&B	Lagos	120,000.00
The Key Administrative & Management Skills Development Programme	5	14-18	ED	Dubai	\$3,500.00
New Skills in Managing Labour Relations	5	14-18	ED	Dubai	\$3,500.00
Business Planning and Management for SME's	2	14-15	SME	Lagos	105,000.00
Managing the Learning & Development Function	2	14-15	НСМ	Lagos	105,000.00
High Impact Business Communication - Effective Business Writing & Presentation Skills	3	14-16	PD	Lagos	135,000.00
ACL Certified Data Analyst (ACDA)	5	14-18	EBR	Lagos	250,000.00
ISO/IEC 20000 Auditor & Certification	3	16-18	ITR	Lagos	200,000.00
ISO/IEC 20000 Foundation & Certification	2	21-22	ITR	Lagos	130,000.00
ISO/IEC 20000 Practitioner & Certification	3	21-23	ITR	Lagos	200,000.00
Building & Developing Productive People	3	28-30	MD	Abuja	135,000.00
Logistics Management and Effective Distribution Channel	3	28-30	0	Lagos	150,000.00
Forensic Auditing: Detection and Prevention of Fraud	3	28-30	EBR	Lagos	150,000.00
E-Content Authoring Tools: Articulate Storyline	2	29-30	EKM	Lagos	105,000.00



### **September**

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### Category



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### **October**

## Training Calendar

PROGRAMME	NO OF DAYS	DATE	CATEGORY	LOCATION	FEE PER PARTICIPANT( <del>N</del> )
ACL Internal Controls	2	5-6	EBR	Lagos	100,000.00
Enterprise Risk Management	3	5-7	RM&B	Lagos	120,000.00
Customer Relationship Management: A Digital Approach	3	5-7	S&C	Abuja	135,000.00
Certified E-Business Professional (CEBP) & Certification	5	5-9	EBR	Lagos	250,000.00
Effective Project Management with Simulation	4	5-8	P&PM	Lagos	150,000.00
Essential Management Skills	2	6-7	MD	Abuja	105,000.00
ACL 201 Applications	3	7-9	EBR	Lagos	120,000.00
Inspiring Leadership through Emotional Intelligence- A New Paradigm for Executives	2	8-9	ED	Lagos	150,000.00
Competency Based Interviewing Skills	2	8-9	НСМ	Lagos	105,000.00
Train-the-Trainer	3	8-10	PD	Lagos	135,000.00
Prince 2® Foundation and Practioner & Certification	5	9-13	P&PM	Lagos	262,000.00
Executive Management Development Programme	12	12-23	ED	South Africa	\$6,500.00
ACL 303 Functions & Scripts	3	12-14	EBR	Lagos	150,000.00
Critical Thinking: Tools for Problem Solving and Decision Making	3	12-14	MD	Lagos	135,000.00
(ISC)2 CISSP CBK Review Seminar & Training	5	12-16	IST	Lagos	320,000.00
Business Continuity & Disaster Recovery Professional (DRP)	5	12-16	IST	Lagos	325,000.00
Finance & Operation Strategy for Senior Executives: A Business Simulation Programme	4	12-15	ED	Lagos	250,000.00
Planning & Executing Marketing & Sales Strategies	3	13-15	S&C	Abuja	135,000.00
Managing the HR Function	3	13-15	НСМ	Lagos	135,000.00
Strategic Supply Chain Management	3	14-16	0	Lagos	150,000.00
Accounting and Financial Management for SME's	2	19-20	SME	Lagos	105,000.00
Basic-Intermediate Microsoft Excel	2	19-20	DS	Lagos	105,000.00
Personal Effectiveness & Mastery	3	19-21	PD	Lagos	135,000.00
Certified Chief Information Security Officer (CCISO) & Certification	4	19-22	IST	Lagos	325,000.00
Ethical Hacking & Counter Measure (CEH) & Certification	5	19-23	IST	Lagos	325,000.00
Advanced Microsoft Excel	2	20-21	DS	Lagos	105,000.00
Planning & Executing Marketing & Sales Strategies	3	26-28	S&C	Lagos	135,000.00
Customer Relationship Management: A Digital Approach	3	26-28	S&C	Lagos	135,000.00
Contract Management	3	26-28	ED	Lagos	150,000.00
Finance & Accounting for Non-Finance Professionals	4	26-29	F	Lagos	180,000.00
Certified Hacking Forensic Investigator (CHFI) & Certification	5	26-30	IST	Lagos	325,000.00
Microsoft Excel Specialist	2	29-30	DS	Lagos	120,000.00

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### Category



Discount applies for bulk nominations

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### November

### 2015 Training Calendar

PROGRAMME	NO OF DAYS	DATE	CATEGORY	LOCATION	FEE PER PARTICIPANT( <del>N</del> )
Senior IT Executive Leadership Programme (Dubai)	5	2-6	ED	Dubai	\$4,500.00
EC-Council Secuirty Analyst (ECSA) & Certification	5	2-6	IST	Lagos	325,000.00
Delivering Superior Customer Service	2	3-4	S&C	Abuja	105,000.00
Taking on Greater Responsibilities: Becoming a more Effective Supervisor	3	4-6	MD	Lagos	135,000.00
Financial Management & Credit Analysis	2	5-6	F	Lagos	105,000.00
Designing Budgets & Control for Strategy Execution	2	9-10	F	Lagos	105,000.00
Enhancing Public Relations Skills in the Energy Sector	3	9-11	Е	Lagos	250,000.00
Strategic Management	3	10-12	CS	Lagos	150,000.00
Marketing and Business Development for SME's	2	11-12	SME	Lagos	105,000.00
Business Intelligence and Data Mining	3	11-13	RM&B	Lagos	185,000.00
Effective Administration for P.A's and Secretaries	2	12-13	PD	Abuja	105,000.00
Taking on Greater Responsibilities: Becoming a more Effective	3	16-18	MD	Abuja	135,000.00
Supervisor					
Project Management Professional (PMP) Fast Track	5	16-20	P&PM	Lagos	200,000.00
Effective Administration for P.A's and Secretaries	2	16-17	PD	Lagos	105,000.00
Finance & Accounting for Non-Finance Professionals	4	17-20	F	Abuja	180,000.00
Strategic Account Management	2	23-24	S&C	Lagos	105,000.00
Business Management Skills for IT Professionals	3	23-25	EBR	Lagos	150,000.00
ISO 9001 Quality Management Systems Internal Auditors/Lead	5	23-27	ITS	Lagos	350,000.00
Auditor & Certification					
Customer Relationship Management: A Digital Approach	3	25-27	S&C	Lagos	135,000.00
The Integrated Executive Leadership Finance and Operations Management with Advanced Management Simulation	12	30 Nov- 11 Dec	ED	Washington DC	\$6,500.00
Certified Knowledge Manager - Training & Certification	5	30 Nov - 4 Dec	EKM	Lagos	\$2,500.00



### **November**

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### December

# Training Calendar

PROGRAMME	NO OF DAYS	DATE	CATEGORY	LOCATION	FEE PER PARTICIPANT( <del>N</del> )
Basic Financial Modelling & Forecasting	3	1-3	F	Lagos	150,000.00
Building & Developing Productive People	3	2-4	MD	Lagos	135,000.00
Strategic Thinking, Planning & Execution for Leaders, Howard	5	7-11	ED	Washington	\$3,500.00
University				DC	
Emotional Intelligence for Managers & Team Leads	2	8-9	MD	Lagos	105,000.00
Enhancing Workplace Productivity	1	11	PD	Lagos	65,000.00

I never teach my pupils; I only attempt to provide the conditions in which they can learn

...Albert Einstein



### **December**

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### Category



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### LAGOS CENTRE

### Awele

**Q** 0803 402 0520, 0813 707 2239

**2** 01 951 5713

≥ elizabetho@phillipsconsulting.net

### Ugochi

**③** 0809 528 2686

■ ugochiie@phillipsconsulting.net

### **ALTERNATIVE LEARNING SOLUTIONS**

### Modupe

**3** 0813 706 0665, 0802 301 7893

modupeto@phillipsconsulting.net

### Yemi

**Q** 0813 706 1701, 0703 658 3697

□ olayemio@phillipsconsulting.net

### ABUJA CENTRE

### Nkem

**©** 0813 706 1361, 0805 358 0019

**3** 09 290 4738, 09 290 4748

■ nkema@phillipsconsulting.net

### Margaret

**Q** 0810 500 0149, 0803 523 8778

margaretj@phillipsconsulting.net

### **IMPLANT PROGRAMMES**

### Tayo

**©** 0802 319 1483, 0813 707 3735

### **INTERNATIONAL PROGRAMMES**

### **Jones**

**Q** 0704 099 7984, 0803 796 5990

ionesa@phillipsconsulting.net

 ionesa















