



**January - June**



# Who We Are

InContext Training Institute is a leading provider of specialized training and consultancy services that is serving leading businesses across countries. We specialize in capacity building and talent development solutions for individuals and organizations through our highly customized courses and training sessions in various disciplines.

InContext was born from a vision to bridge the gap between theoretical knowledge and practical application in the professional world. Recognizing the growing need for specialized skills and strategic insights in an ever-evolving business landscape, we set out to create a platform where individuals and organizations could access high-quality training and consultancy services tailored to their unique needs.

Our team of experienced trainers and consultants bring knowledge and expertise to every engagement, ensuring that our clients achieve their goals and stay ahead in their respective fields. Our primary focus is ‘Complete Client Satisfaction’ which forms the basis of our work philosophy, culture, and everything we do. We believe in a transformative society and are dedicated to being at the center of creating lasting, context-based solutions for our partners

Our Training services encompass a wide array of disciplines such as Information Technology, Data Management and Analysis, Banking, Asset Management, Office Administration, Monitoring and Evaluation, Project Management, Accounting and Financial Management, Geographical Information Systems (GIS), Leadership and Management, Community Development, Agriculture, and many more.

At InContext, we are more than educators—we are your partners in success, dedicated to providing customized training programs that drive growth and innovation.

# Vision

To be the premier training institute renowned for transforming professionals and organizations through tailored, impactful learning experiences.

# Mission

To provide innovative, context-driven training and consultancy services that empower professionals to create lasting, positive impacts in their industries.

# Our Approach

## Context-Based Learning

We understand the unique challenges and opportunities of each client to provide tailored solutions.

## Expert-Led Training

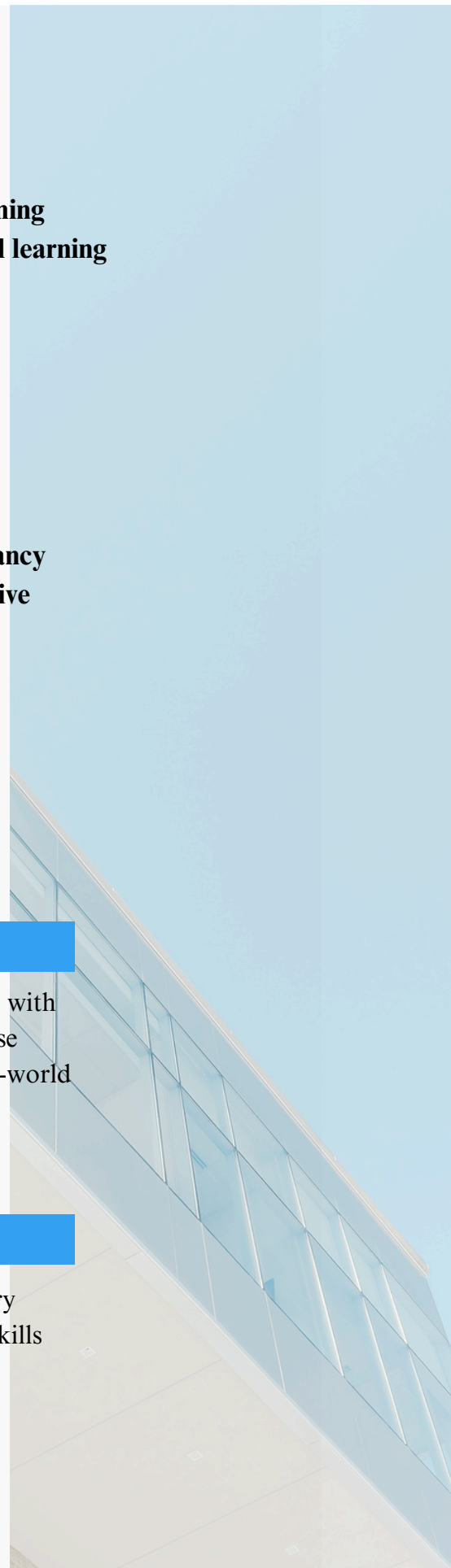
Seasoned professionals with knowledge and expertise offering practical, real-world experience.

## Flexibility

Offering both classroom and online training options to accommodate diverse learning needs.

## Interactive

Hands-on, participatory approaches to ensure skills are applicable and immediately impactful.



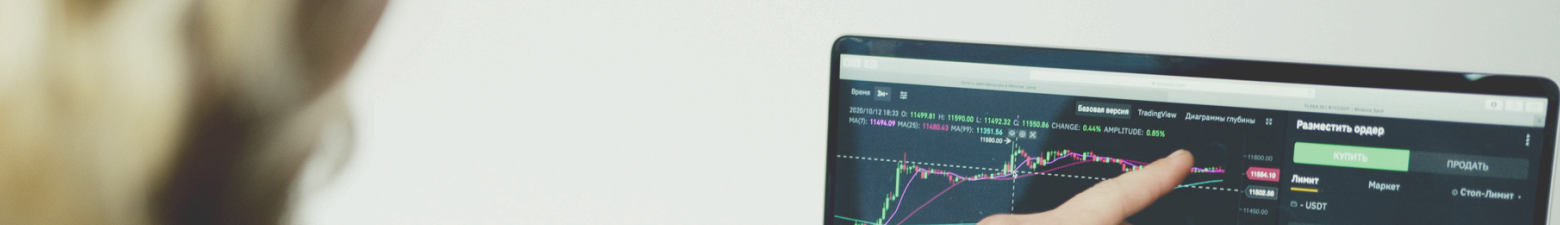
# Our Trainings are accredited



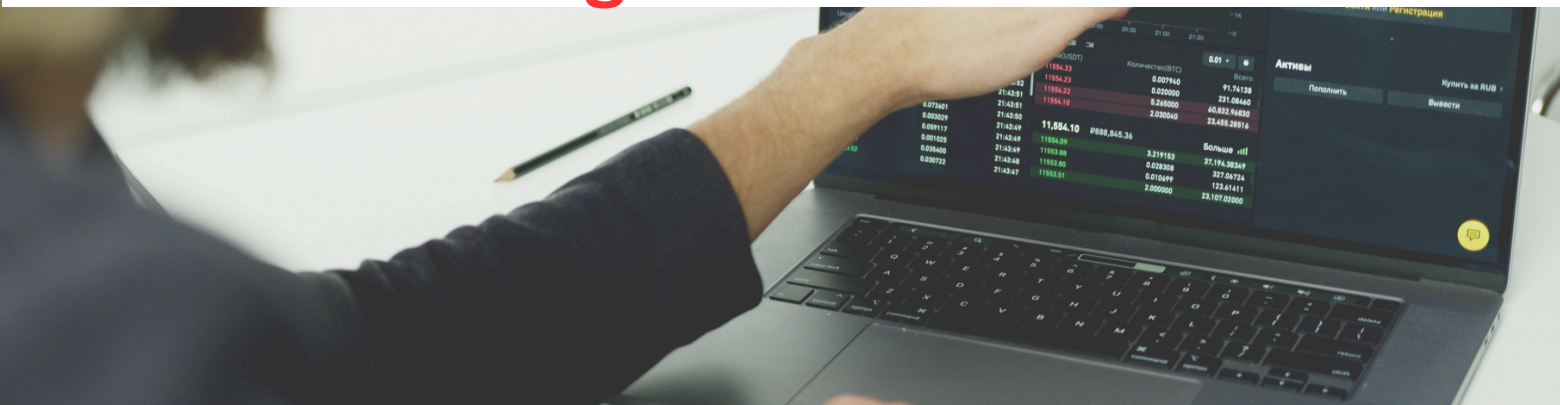
InContext Training Institute is accredited to offer training by NITA. The National Industrial Training Authority (NITA) is a state corporation established under the Industrial Training (Amendment) Act of 2011.

Its mandate is to promote the highest standards in the quality and efficiency of Industrial Training and ensure an adequate supply of properly trained manpower at all levels in the industry.

InContext Training Institute is licensed under **Ref No: NITA/TRN/2583**



# Accounting and Finance Courses



| Programme Title                                                 | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|-----------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training on Financial Accounting and Taxation                   | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Advanced Financial Management                       | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>24th-28th     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training On International Accounting Standards (IAS)            | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Cash Flow and Working Capital Management            | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Understanding Finance for Strategic Decision Making | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Financial Analysis- A hands on approach             | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |
| Training on Fixed Asset Accounting and Management               | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |

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| Training on Advanced Public Accounting and Auditing                            | 20th-24th              | 3rd-7th<br>17th-21st   | 3rd-7th<br>17th-21st   | 7th-11th<br>21st-25th | 5th-9th<br>19th-23rd   | 2nd-6th-<br>16th-20th  |
| Training on Healthcare Financial Management                                    | 13th-17th<br>27th-31st | 10th-14th<br>24th-28th | 10th-14th<br>24th-28th | 14th-18th<br>28th...  | 12th-16th<br>26th-30th | 9th-13th<br>23rd-27th  |
| Training on Advanced Budgeting and Forecasting                                 | 20th-24th              | 3rd-7th<br>17th-21st   | 3rd-7th<br>17th-21st   | 7th-11th<br>21st-25th | 5th-9th<br>19th-23rd   | 12th-16th<br>26th-30th |
| Training on Financial Analysis, Planning and Control                           | 13th-17th<br>27th-31st | 3rd-7th<br>17th-21st   | 10th-14th<br>24th-28th | 14th-18th<br>28th...  | 12th-16th<br>26th-30th | 9th-13th<br>23rd-27th  |
| Training on Integrated Financial Management Information System (IFMIS)         | 20th-24th              | 10th-14th<br>24th-28th | 3rd-7th<br>17th-21st   | 7th-11th<br>21st-25th | 5th-9th<br>19th-23rd   | 2nd-6th-<br>16th-20th  |
| Training on Accounting for NGOs using QuickBooks                               | 13th-17th<br>27th-31st | 3rd-7th<br>17th-21st   | 10th-14th<br>24th-28th | 14th-18th<br>28th...  | 12th-16th<br>26th-30th | 9th-13th<br>23rd-27th  |
| Training on Fundamentals of IFRS (International Financial Reporting Standards) | 27th-31st              | 10th-14th<br>24th-28th | 10th-14th<br>24th-28th | 7th-11th<br>21st-25th | 5th-9th<br>19th-23rd   | 2nd-6th-<br>16th-20th  |
| Training On Reserve Management                                                 | 13th-17th<br>27th-31st | 3rd-7th<br>17th-21st   | 10th-14th<br>24th-28th | 7th-11th<br>21st-25th | 12th-16th<br>26th-30th | 12th-16th<br>26th-30th |
| Training on Zero-Based Budgeting(ZBB)                                          | 20th-24th              | 10th-14th<br>24th-28th | 10th-14th<br>24th-28th | 7th-11th<br>21st-25th | 5th-9th<br>19th-23rd   | 2nd-6th-<br>16th-20th  |



# Office Administration Courses



| Programme Title                                                    | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|--------------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training on Effective Workplace Communication                      | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training On Telephone Operations Planning and Management           | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>24th-28th     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training On PR and Customer Care in the Digital Age                | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training On Administrative Operations Management                   | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training for Executive Assistants and Administrative Professionals | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Supervisory and People Management Skills               | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |

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| Training on Essential Office Administrative Skills                                             | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Advanced Records Management                                                        | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>24th-28th     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training on Business Automation for Executive Assistants                                       | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Protocol and Event Management                                                      | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Electronic Records and Document Management for Executive Administrative Assistants | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training on Effective Communication                                                            | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |
| Training for Executive Secretaries                                                             | 27th-31st                  | 10th-14th<br>17th-21st     | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training on Office Administration and Management                                               | 13th - 17th<br>27th - 31st | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |
| Training on Advanced Archives Management                                                       | 13th - 17th<br>27th - 31st | 10th-14th<br>17th-21st     | 3rd-7th<br>17th-21st     | 14th-18th<br>28th.....   | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |



# Monitoring and Evaluation Courses



|                                                                                 |                            |                            |                          |                          |                          |                          |
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| Training on Result-Based Monitoring and Evaluation                              | 20th-24th                  | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training On Report Writing for Monitoring and Evaluation                        | 13th - 17th<br>27th - 31st | 3rd-7th<br>17th-21st       | 3rd-7th<br>24th-28th     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training on Advanced Impact Evaluation for Evidence-Based Development           | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Monitoring and Evaluation for Community-based Projects              | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Project Monitoring and Evaluation with Data Management and Analysis | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training on Participatory Monitoring and Evaluation                             | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |

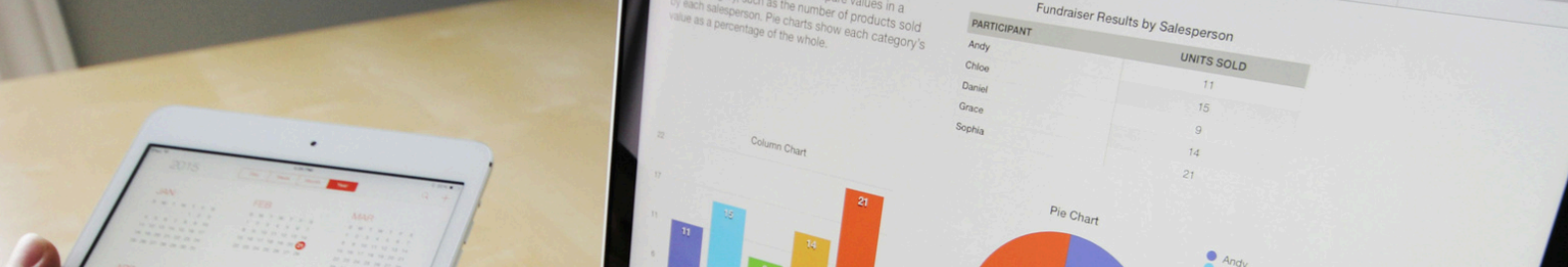


# Management and Leadership Courses

| Programme Title                                                    | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|--------------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training on Performance Appraisal and Management                   | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Interpersonal Dynamics for High-Performance Executives | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>24th-28th     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th     |
| Training on Effective Workplace Communication                      | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Human Resource Compensation and Benefits Strategy      | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Supervisory and People Management Skills               | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Employee Relations and Engagement                      | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |

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| Training on Leadership Planning and Management                               | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 9th-13th<br>23rd-27th |
| Training on HR Metrics and Analytics using Excel                             | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>24th-28th     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th  |
| Training on Effective Employee Training and Development                      | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th  |
| Training on Performance Appraisal and Management                             | 20th-24th                  | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th |
| Training on Transformational Leadership                                      | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th  |
| Training on Human Resource KPIs and Metrics                                  | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th |
| Training On Fundamentals of Human Resource Management                        | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th  |
| Training on Crisis Management and Contingency Plan                           | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th |
| Training on Organizational Behavior Management                               | 20th-24th                  | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th |
| Training on Leadership, Communication, and Interpersonal skills for Managers | 13th-17th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th  |

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|-------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|-----------------------|
| Training on Retirement Planning                             | 20th-24th                  | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 9th-13th<br>23rd-27th |
| Training on Emotional Intelligence for Leaders and Managers | 13th-24th                  | 3rd-14th-<br>24th-...      | 3rd-14th-<br>24th-...    | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th |
| Training on Corporate Management                            | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th  |
| Training on Strategic Planning and Management               | 20th-24th                  | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th |
| Training on Motivational and Situational Leadership         | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 2nd-6th<br>16th-20th  |
| Training on Negotiation Skills                              | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th |



# Data Management and Analysis Courses

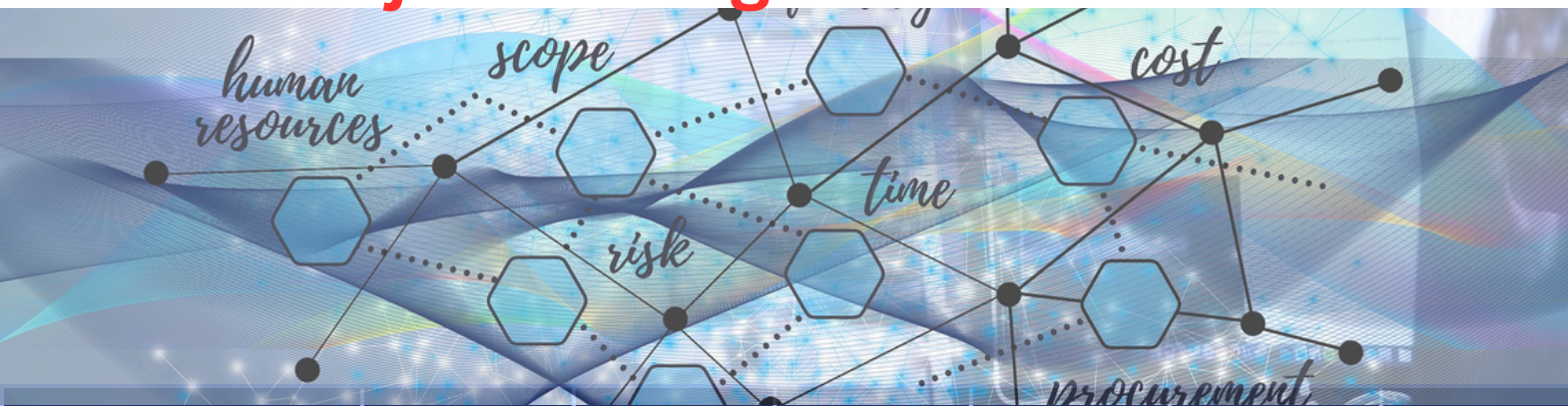


| Programme Title                                           | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|-----------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training on Advanced Excel                                | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Data Analytics using Excel and Power Bi       | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |
| Training on HR Metrics and Analytics using Excel          | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Data Visualization using Tableau              | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Automation of Records and Information Systems | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Statistical Data Analysis using R             | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |

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| Training on Advanced Data Modelling and Analytics Using Excel             | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...   | 5th-16th<br>19th-30th  | 2nd-13th<br>16th-27th |
| Training on Qualitative Data Management and Analysis using Atlas.ti       | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th..... | 12th-16th<br>26th-30th | 2nd-6th<br>16th-20th  |
| Training on Business Analytics with Excel                                 | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 9th-13th<br>23rd-27th |
| Training on Advanced M&E and Data Management for Health Programs          | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 9th-13th<br>23rd-27th |
| Training on Data Management and Analysis for Qualitative Data using NVIVO | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th..... | 12th-16th<br>26th-30th | 9th-13th<br>23rd-27th |

# PROJECT MANAGEMENT

## Project Management Courses



| Programme Title                                              | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|--------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training on Project Planning and Management                  | 27th - 31st                | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Proposal Writing and Grants Management           | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |
| Training on Project Management for Development Professionals | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Benefits Realizations Management                 | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Advanced Negotiation Skills for Project Managers | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Community Development                            | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |
| Training on Case Management                                  | 20th-24th                  | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |

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|---------------------------------------------------------------------------------|----------------------------|----------------------------|--------------------------|------------------------|------------------------|-----------------------|
| Training on Project Design using Logical Framework Approach                     | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...   | 5th-16th<br>19th-30th  | 9th-13th<br>23rd-27th |
| Training on Resource Mobilization and Proposal Writing                          | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th..... | 12th-16th<br>26th-30th | 2nd-6th<br>16th-20th  |
| Training on Community Health and Nutrition                                      | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 9th-13th<br>23rd-27th |
| Training on Project Monitoring and Evaluation with Data Management and Analysis | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 9th-13th<br>23rd-27th |
| Training on Report Writing and Document Management                              | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th..... | 12th-16th<br>26th-30th | 9th-13th<br>23rd-27th |

# Information Technology Courses

| Programme Title                                                 | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|-----------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training On Information Security Governance And Risk Management | 13th-17th<br>27th - 31st   | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Cybersecurity                                       | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |
| Training on Cyber Security for Records Management Professionals | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Computerized Financial Management for Accountants   | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Advanced IT for Audit Control Management            | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Database Administration                             | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |
| Training on Computer and Data Security                          | 20th-24th                  | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |



# Procurement, Logistics, and Supply Chain Management Courses

| Programme Title                                                              | Jan                        | Feb                        | March                    | April                    | May                      | June                     |
|------------------------------------------------------------------------------|----------------------------|----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Training On Effective Store Management And Stock Control                     | 13th-17th                  | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 7th -11th<br>21st - 25th | 5th - 9th<br>19th - 23rd | 2nd - 6th<br>16th - 20th |
| Training on Facilities Management                                            | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |
| Training on Contract Drafting, Negotiation Skills and Procurement Management | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 2nd-6th<br>16th-20th     |
| Training on Effective Purchasing, Tendering & Supplier Selection             | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Procurement Policy Implementation                                | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th    | 5th-9th<br>19th-23rd     | 9th-13th<br>23rd-27th    |
| Training on Stores and Inventory Control Management                          | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th.....   | 12th-16th<br>26th-30th   | 9th-13th<br>23rd-27th    |
| Training on Transport and Logistics                                          | 20th-24th                  | 10th - 14th<br>24th - 28th | 3rd-7th<br>17th-21st     | 7th-18th<br>21st-...     | 5th-16th<br>19th-30th    | 2nd-13th<br>16th-27th    |

|                                                                |                            |                            |                          |                        |                        |                       |
|----------------------------------------------------------------|----------------------------|----------------------------|--------------------------|------------------------|------------------------|-----------------------|
| Training on Production and Material Management                 | 20th-31st                  | 3rd-14th<br>17th-28th      | 3rd-14th<br>24th-4th     | 7th-18th<br>21st-...   | 5th-16th<br>19th-30th  | 9th-13th<br>23rd-27th |
| Training on Demand Planning and Forecasting                    | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th..... | 12th-16th<br>26th-30th | 2nd-6th<br>16th-20th  |
| Training on Tendering Procedure and Bid Evaluation             | 20th-24th                  | 3rd-7th<br>17th-21st       | 3rd-7th<br>17th-21st     | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 9th-13th<br>23rd-27th |
| Training on Advanced Warehouse Management                      | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 2nd-6th<br>16th-20th  |
| Training on Strategic Cost and Value Management in Procurement | 13th - 17th<br>27th - 31st | 10th - 14th<br>24th - 28th | 10th -14th<br>24th -28th | 14th-18th<br>28th..... | 12th-16th<br>26th-30th | 9th-13th<br>23rd-27th |
| Training on Simulation in Supply Chain Management              | 20th-24th                  | 3rd-7th<br>17th-21st       | 10th -14th<br>24th -28th | 7th-11th<br>21st-28th  | 5th-9th<br>19th-23rd   | 2nd-6th<br>16th-20th  |

# Some of our partners include



# Competitive Advantage

## Niche

We specialize in delivering tailored professional training programs for diverse fields and provide solutions that meet the unique needs of our clients, ensuring relevance and practicality.

## Easy

Our streamlined processes make it simple for clients to access our services. We prioritize convenience at every stage of the client journey.

## Agile

We quickly adapt to changing industry demands and client needs and respond effectively to emerging trends in professional training.

## Compact

Our lean and efficient structure ensures personalized attention to every client. We maintain close client relationships, ensuring each training is customized to deliver maximum value and impact.

## Function

Our training programs emphasize hands-on learning and real-world applications, equipping participants with skills they can implement immediately.

## Trend

We stay ahead by integrating the latest trends and innovations into our programs. This forward-thinking approach ensures our trainings remain relevant and impactful.





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