



2017

Training Calendar February - July

Listed below is our upcoming public training calendar , February-July 2017

February

16 Feb	The Garden : Commitment towards Professional Success
22-23 Feb	Benchmarking & Financial Analysis Report Writing for Accountants
24 Feb (1/2 Day)	Executive Talk - Driving Business Result with Financial Strategy

March

8-9 Mar	Creative Excel for Productivity & Efficiency
15-16 Mar	Automating Financial Functions for Data Analysis & Decision Making
17 Mar	Leadership & Corrective Feedback
23 Mar	The Iceberg: Effective Emotional (EQ) Management
24 Mar (1/2 Day)	HR Talk - Maximising Return on Training Investment

April

8 Apr	The Tree: Understand the impact of Family of Origin
19-20 Apr	Benchmarking & Financial Analysis Report Writing For Accountants
24-25 Apr	Understanding Labour Laws, Legal & Practical Issues in Employment Act
26-27 Apr	HR Toolkits for HR Managers

May

4 May	Leadership & Change Management
6 May	The Tools: Discovering & Connecting with Internal Resources
7 May	The Rainbow: Building a Healthy & Congruent Personality
8-9 May	Creative Excel for Productivity & Efficiency
11-12 May	Transform to Perform for Finance Leaders
15-16 May	Financial Forecasting, what If Analysis & Quick Feasibility Study
17-18 May	Budget & Finance Toolkits for Accounts Executive
22-23 May	Advance Charting & Essential Dashboard Reporting 2010
24 May	Finance For Non Finance Managers
25 May	The Bridge: Effective Communication Skills
26 May	Case Study Simulation: Effective Inter-Department Collaboration

July

10-11 July	Effective Business Data Management & Analysis
14 July	Executive Talk - Driving Business Results with Financial Strategies
17-18 July	Automating Financial Functions for Data Analysis & Decision Making
19-20 July	Interviewing skills+ Staff Retention Strategies
21 July	Leadership & Change Management
26 July (1/2 Day)	HR Talk: Maximising Return on Training Investment



APPLIED Tech People Development Sdn Bhd (977323-W)

L-15-6, 15th Floor, PJX-HM Shah Tower, 16A, Persiaran Barat,
46050 Petaling Jaya

Contact: 016-221 6961 (Albert Ng)

Tel: 03-7661-0158 Fax: 03-7661-0157

Email: atechpdc@gmail.com

Website: www.atechpdc.com