

Topics	Jul	Aug	Sep	Oct	Nov	Dec	Day	Fee	Language
<b>Human Capital Growth</b>									
								excluded 10% VAT	
HR Management Knowledge Overview			8-9, 15-16	13-14, 20-21			4	600	EN
Train The Trainer		2-3-4 8-9-10			8-9-10		3	450	EN/VN
Fundamental C&B Management		17-18	15-16				2	450	EN/VN
Advanced C&B management series - Workshop 1: Salary Structuring				20-21	17-18		2	520	EN/VN
Interview & Selection Skills		17-18	15-16		29-30		2	300	EN
Corporate Training Management		25-26 18-19		26-27			2	300	EN
<b>Leadership &amp; Management</b>									
Fundamental Management Skills	7-8	4-5		12-13 6-7			2	350	EN/VN
Leadership & Team Development Skills	14-15	11-12				8-9	2	350	EN/VN
Strategic Thinking			8-9		15-16	15-16	2	350	EN
<b>Marketing and Sale Effectiveness</b>									
Negotiation Skills		18-19	13-14	25-26			2	300	EN/VN
Professional Selling Skills			20-21	13-14			2	300	EN/VN
<b>Self Effectiveness</b>									
Project Management		24-25					2	350	VN
Effective Presentation Skills		9-10 25-26			17-18		2	300	EN/VN
Problem Solving and Decision Making		4-5		6-7	10-11		2	300	EN/VN
Time Management & Planning Skills	12-13 28-29		14-15			28-29 8-9	2	300	EN/VN
Effective Communication & Influencing Skills	27-28		29-30	27-28			2	300	EN/VN
Secretarial Skills		18-19				15-16	2	300	EN/VN

NOTES:

- \* If your company can guarantee the attendance of a group from 8 participants forwards, you are entitled to choose the schedule align with our facilitators'
- \* Extra 10% VAT will be charged to every registration

Color of date: ■ (Red) - HCMC  
■ (Black) - Hanoi

All above schedule and plan are subjected to change due to no. of participants and facilitators' schedule. Please contact with our consultants for information in details

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