Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active Engagement of Employees	Development							1					
Applied NLP at Work (Principle for Success)	Development							20					
Art & Science Of Effective Communication	Development												1 & 2
Brand Up Your Executive Presence With Professional Grooming and Business Etiquette	Development					20 & 21							
Build Your Confidence and Business Etiquette Skill At Work	Development					18							
Handling Business Calls More Professionally & Building More Confidence	Development									9 & 10			
Building Good Self-Governance	Development				1								
Business Ethics and Professional Protocol Responsibility Training	Development								5				
Business Report Writing Techniques	Development				13 & 14		4 & 5						
Communication for Optimal Result	Development				5 & 6								
Connecting Head, Heart & Hands in Virtual Meetings	Development												18
Controlling Discipline & Handling Grievances Effectively	Development					8 & 9							
Create Your Success Beyond Expectation using Goal Setting	Development						5 & 6						
Creative Thinking - Developing an Outcome Focused Culture	Development												
Crucial Accountability	Development				25								12
Customer Mastery	Development							14					
Dealing with & Managing Difficult People	Development											2 & 3	
Delegating Effectively	Development							24					
Talk with Empathy - Delivery Feedback Effectively	Development							12					

Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Developing the Right Habits, Attitudes & Displine of Proactive Leaders	Development					28							
Effective Business Communication	Development										10 & 11		
Effective Sales, Negotiation & Communication Strategies	Development									1 & 2			
Effective Upward Communication - Reducing Communication Gap in organisation	Development										1 & 2		
Effective Work Habits for Top Performer	Development						15						
Elevate Employee Performance With Hybrid Working Model	Development			4									
Emotional Intelligence For Workplace Success	Development					4							
Engagement Leadership for Essetial Manager	Development				1 & 2								
Essential Leadership Skills for All Leaders	Development			8					3				
High Impact Presentation Skills (influence the audiences)	Development							10 & 11					
How about "Accepting Failure"	Development				17							20	
Importance of Quality Work and Mindset	Development			2 & 3							24 & 25		
Interpersonal Communication Skills (Essentials Skills for Workplace)	Development												
Juggling Multiple Priorities with Effective Time Management & Productive Virtual Meetings	Development								13 & 14				
Leadership by the New Generation Training (Bridging the Age Gap)	Development										13		
Leadership skills in the 21st century for Essential Transformation of Future Leaders	Development								25 & 26				
Leading & Dealing with New Generation Workforce	Development		22								5		
Powerfully Influence & Negotiation Skills	Development												13 & 14
Leading Commitment & Motivated Employees for Organisation effectiveness	Development					8 & 9							

Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Leading Teams Through Change & Crisis	Development			3					19				
Managerial Leadership requirement for all Managers	Development												
Managing Emotions To Boost Success at Work & Life	Development				28 & 29								
Managing Your Team Success Effectively via Goal Settting	Development					29 & 30							
Mental Wellness - Strengthening The Psychological Well-being Of Self & Others	Development					7 & 8							
Negotiation, Persuasion & Influencing Skills using NLP	Development												14 & 15
Personal Branding Workshop	Development					1						3	
Positive Mind and Attitude	Development						15				2		
Developing Proactive Leader in your organisation	Development							2					
Problem Solving and Decision Making	Development					13 & 14							
Psychological Wellbeing For Self & Others	Development												
Setting Your Path Right Starting from Now	Development			19-20								11-12	
Situational Leadership – The Leader within You	Development		27 & 28										
SPEAKPEAK! Presenting with Impact & Purpose	Development			5-6						3-4			
Strategic Planning for Departments & Organizations	Development			1 &2									
Stress & Emotional Management with Excellent EQ during COVID-19 Pandemic and Beyond	Development						25 & 26						
Stress & Emotional Management	Development												
Supervisory Development Program - The Essential Roles of a Supervisor	Development											11 & 12	
The Great Habits for Personal Effectiveness Program for hightly motivated team	Development						1						

Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
The Secret of Motivation	Development						1						
Transformation of Future Leaders Program - Future Proof Success Leaders	Development	9											5
Trans-Generation Communication Conflict Resolution	Development												1 & 2
Overcoming Procrastonation by starting it NOW	Development		18										
Passionately Powerful Executive	Development						9						
Roles & Responsibilities For Supervisory & Line Leader	Development										21 & 22		
Essential Leadership Skills For Supervisors and Line Leaders	Development			12 & 13									
EQ For Success	Development				29								
Adversity Quotient (AV) - Turning Obstacles into Opportunities	Development									23			
Behavarioul Based Interviewing Skills	HR				22								
Conducting an Effective Training Needs Analysis (TNA) Workshop	HR										22 & 23		
Developing HR Skills For HR Practitioners	HR		6 & 7										
Displinary Procedures of Handling Difficult Employee & Misconduct	HR					2 & 3							
Effective Interviewing Skills	HR										11 & 12		
Manpower Planning & Sucession Planning	HR			2 & 3									
Performance Management - Effective Performance Appraisal	HR						22 & 23						
Talent Management - Retaining your talent in your organisation	HR					5 & 6							
Business Continuity Workshop	Management			17 & 18									
Coaching and Delegation Skills	Management										15 & 16		

Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Conflict Resolution Management using NLP	Management					20-21							
Crisis Management	Management											2 & 3	
Key Managerial Skills Program	Management						18 & 19						
Critical and Analytical Thinking Skills	Management								17 & 18				
Driving and Managing Change during Post Covid-19. (Building a future-ready company)	Management				16 & 17								
Fundamental of Train the Trainers (TTT) Workshop	Management			14 & 15									
Holistic Color Brain Leadership	Management								25 & 26				
Sun Tzu: The Art of War: Winning Strategies in Management and Leadership:	Management								11 & 12				
ESSENTIAL SKILLS FOR MANAGER & HOD	Management					14 & 15							
The Buzan Technique: Effective Thinking for High Performance using mind map	Management							29 & 30					
(PFMEA) Process Failure Mode Effects Analysis 4th Edition	Quality						20						
8D Problem Solving Workshop	Quality										8 & 9		
DMAIC -Team Based Improvement Model	Quality											1 & 2	
Hazard Analysis Critical Control Point (HACCP) & Good Manufacturing Practice (GMP)	Quality			30 & 31									
ISO 14001 Awarness and Internal Audit	Quality										15 & 16		
ISO 22000 Awareness & Internal Audit	Quality						28 & 29						
ISO 9001:2018 Quality Management System Internal Audit	Quality				18 & 19								
K-T Analytical Problem Solving & Decision Making (KT-PSDM)	Quality								11 & 12				
Poke Yoke - Mistake Proofing Towards Zero Defect	Quality					3 & 4							

Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Root Cause Analysis with 5 Why	Quality								3				
Project Management (New Product Development)	Quality			30 & 31									
Technical Report Writing Program	Quality						12 & 13						
Total Productive Maintenance	Quality							1 & 2					
Understanding 5S Towards Cost Management	Quality										23 & 24		
Understanding AIAG-VDA Process FMEA	Quality			5 & 6									
A Practical Approach to Quality Control (QCC)	Quality								14 & 15				
Accident Investigation with Why Tree Appraoch	Safety				7								
Bahavioural Based Safety for Accident Prevention	Safety								12				
Basic First Aid Training at The Work Place	Safety									11			
Chemical Management and Spillage Control	Safety		19 &20										
Effective Set up of Safet & Health Committee Training	Safety							9					
Ergonomics Awareness Training	Safety				17							18	
First Aid & CPR Training During & After Lockdown (Covid-19) (Set Up Frontliners ERT)	Safety			3									
Forklift Training (Safe Handling of Material Equipment)	Safety						3						
Hazard Identification, Risk Assessment and Risk Control (HIRARC)	Safety			'22 & 23									
Loto Out and Tag Out (LOTO)	Safety					13							
Occupational Safety Health (OSH) at Work	Safety		15-Jan										
Safe Handling of Overhead Crane and Hoist Training	Safety							28					

Courses 2023	Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Safe Working at Heights	Safety					18							
The Establishment of Safety & Health Committee Based on Legal Requirement	Safety			11									
Hearing Conservations Training	Safety							31					
Emergency Response Preparedness & ERT Training	Safety					17							
AutoCAD 3D Modeling	Computer				1-3								
AutoCad Essential Training.	Computer						18-20						
Microsoft Excel-Solving Problem with Formulas & Colours	Computer												11
Microsoft Excel - Graphicalise Your Pivot Table	Computer										21		
Microsoft Excel - Intermediate - Advance	Computer			11 & 12								22 & 23	
Microsoft Excel - Retrieve & Summarise Important information from excel	Computer							9					
Microsoft Excel - Mastering Pivot Table & Vlookup Function	Computer			1									
Microsoft Excel - Using Statistic & Logical Functions for Reporting	Computer					3							
Microsoft Excel -Formula & Pivot Table	Computer		3 & 4								5 & 6		
Microsoft Excel - Amazing Macro	Computer							22					
Microsoft Powerpoint - Basic, Intermediate & Advanced	Computer												20 - 22
Microsoft Word Intermediate to Advance	Computer									5 & 6			
Interactive Flowcharts in Excel	Computer				2					4			
Microsft Access Database Intermediate to Advance	Computer				4 - 8								
Big Data Strategy & Application	Computer										8-12		