

# DEW-POINT PUBLIC COURSE SCHEDULE 2017



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	RATE
<b>Teamwork &amp; Managing Change</b>													<b>HKD</b>
Team Leadership	19				22				4				\$3,450
<b>Leadership &amp; Management</b>													<b>HKD</b>
Leadership Excellence		20-21				26-27				9-10			\$6,200
Improving Managerial Effectiveness			16-17				10-11				6-7		\$6,200
The Advanced Management Programme					8-10					17-19			\$9,050
Effective Coaching Skills		24				21						6	\$3,450
<b>Communication &amp; Influencing</b>													<b>HKD</b>
Communication & Interpersonal Skills (incl. DiSC Assessment)				11				16				18	\$3,750
Assertiveness Training	9-10				16-17				11-12				\$6,200
Positive Influence Skills		28				7				25			\$3,450
Resolving Conflicts			24				12				22		\$3,450
Deliver Winning Presentations		6-7					20-21				16-17		\$6,200
Effective Negotiation Skills	20				25				27				\$3,450
Effective Business Writing			27-28				24-25				27-28		\$6,200
Effective Proposal & Report Writing				19				23				13	\$3,450
<b>Productivity Improvement</b>													<b>HKD</b>
Creative Problem-Solving & Decision-Making			6					2					\$3,450
Effective Time Management	6			24					7				\$3,450
Project Management Skills						13					20		\$3,450
Stress Management & EQ (incl. EQi Assessment)		13				12				30			\$4,500
The Accuracy Programme	23						7						\$3,450
<b>Customer Service</b>													<b>HKD</b>
Customer Service Excellence			1					9				20	\$3,450
<b>Sales &amp; Marketing</b>													<b>HKD</b>
Strategic Thinking				7					19				\$3,750

**\*Our courses are also available as in-house customised training programmes. Enquire with us about our training programmes in Shenzhen and Guangzhou. Call to discuss how we can help you achieve your organisation's specific training requirements!**

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