

DEW-POINT PUBLIC COURSE SCHEDULE 2018



| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEPT | OCT | NOV | DEC | RATE |
|---|-----|-------|-------|-----|-------|-------|-------|-----|-------|-------|-------|-----|------------|
| Teamwork & Managing Change | | | | | | | | | | | | | HKD |
| Team Leadership | 18 | | | | 21 | | | | 3 | | | | \$3,450 |
| Leadership & Management | | | | | | | | | | | | | HKD |
| Leadership Excellence | | 26-27 | | | | 25-26 | | | | 24-25 | | | \$6,200 |
| Improving Managerial Effectiveness | | | 15-16 | | | 5-6 | | | | | 5-6 | | \$6,200 |
| The Advanced Management Programme | | | | | 7-9 | | | | | 9-11 | | | \$9,050 |
| Effective Coaching Skills | | 1 | | | | 20 | | | | | | 5 | \$3,450 |
| Communication & Influencing | | | | | | | | | | | | | HKD |
| Communication & Interpersonal Skills (incl. DiSC Assessment) | | | | 17 | | | | 15 | | | | 17 | \$3,750 |
| Assertiveness Training | 8-9 | | | | 15-16 | | | | 11-12 | | | | \$6,200 |
| Positive Influence Skills | | 9 | | | | 1 | | | | 16 | | | \$3,450 |
| Resolving Conflicts | | | 23 | | | | 13 | | | | 21 | | \$3,450 |
| Deliver Winning Presentations | | 5-6 | | | | | 26-27 | | | | 15-16 | | \$6,200 |
| Effective Negotiation Skills | 19 | | | | 24 | | | | 26 | | | | \$3,450 |
| Effective Business Writing | | | 26-27 | | | | 30-31 | | | | 27-28 | | \$6,200 |
| Effective Proposal & Report Writing | | | | 25 | | | | 22 | | | | 12 | \$3,450 |
| Productivity Improvement | | | | | | | | | | | | | HKD |
| Creative Problem-Solving & Decision-Making | | | 5 | | | | | 2 | | | | | \$3,450 |
| Effective Time Management | 5 | | | | 2 | | | | 6 | | | | \$3,450 |
| Project Management Skills | 30 | | | | | 12 | | | | | 19 | | \$3,450 |
| Stress Management & EQ (incl. EQi Assessment) | | 12 | | | | 11 | | | | 29 | | | \$4,500 |
| The Accuracy Programme | 22 | | | | | | 5 | | | | | | \$3,450 |
| Customer Service | | | | | | | | | | | | | HKD |
| Customer Service Excellence | | | 1 | | | | | 8 | | | | 19 | \$3,450 |
| Sales & Marketing | | | | | | | | | | | | | HKD |
| Strategic Thinking | | | | 13 | | | | | 18 | | | | \$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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