













First Quarter 2021 Conferences, Seminars and Training Guide














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| Date | Course Title | Training Provider |
|---|---|--|
| E-Learning | | |
| 2021-03-16 - 2021-03-18 | E-Library Management-Extending Modern Technology to Libraries Workshop |  Centre for Public Service Productivity and Development |
| 2021-03-16 - 2021-03-19 | Business Literacy - Mastering the Dynamics of Business Drivers Course |  Tom Associates Training |
| 2021-03-16 - 2021-03-19 | Investment Analysis and Portfolio Management Course |  Tom Associates Training |
| 2021-03-16 - 2021-03-19 | Excellent Operations Management - Value Improvement in Manufacturing and Service Operations Course |  Tom Associates Training |
| 2021-03-17 - 2021-03-20 | ISO/IEC 27001 Information Security Management System Lead Implementer Virtual Training (PECB Certified) |  Tenol Alpha |
| To view more courses in this category, click here | | |
| Marketing and Sales Management | | |
| 2021-03-17 - 2021-03-19 | Relationship Management and Marketing Skills Course |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | Leveraging Brand Asset in Communication Training |  LCL Coaches Consultants |
| 2021-03-22 - 2021-03-26 | Budget Presentation, Administration and Management Techniques Course |  GoldStead Resources Company Limited |
| 2021-03-24 - 2021-03-26 | Growing Distribution Channels Effectively Training |  Tom Associates Training |
| To view more courses in this category, click here | | |
| Media and Communication | | |
| 2021-03-22 - 2021-03-26 | Leveraging Brand Asset in Communication Training |  LCL Coaches Consultants |
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| Finance and Accounting | | |

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|---|--|--|
| 2021-03-16 - 2021-03-18 | Pro-Active Debt Recovery Course |  Newways Consulting |
| 2021-03-16 - 2021-03-19 | Investment Analysis and Portfolio Management Course |  Tom Associates Training |
| 2021-03-16 - 2021-03-19 | Payroll Administration and Human Resource Management Course |  Francis Consulting |
| 2021-03-17 - 2021-03-19 | Final Account and Financial Reporting Programme |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | Budget Presentation, Administration and Management Techniques Course |  GoldStead Resources Company Limited |
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| Real Estate Management | | |
| 2021-03-29 - 2021-04-01 | Real Estate Marketing Training Course |  Alpha Partners |
| To view more courses in this category, click here | | |
| Leadership and Self Development | | |
| 2021-03-17 - 2021-03-19 | Critical Thinking Skills For Decision Making Course |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | Strategic Leadership and Team Building Course |  Newways Consulting |
| 2021-03-22 - 2021-03-26 | Developing Leadership Competencies Course |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | The Leadership Edge: Strategies for Managing Crises and Chaos Course |  Nigerian Institute of Management |
| 2021-03-22 - 2021-03-26 | Becoming an Effective Supervisory Manager Course |  Tom Associates Training |
| To view more courses in this category, click here | | |
| Strategic Management | | |
| 2021-03-22 - 2021-03-26 | Strategic Leadership and Team Building Course |  Newways Consulting |
| To view more courses in this category, click here | | |
| Administrative and Secretarial | | |
| 2021-03-16 - 2021-03-19 | The Company Secretary/Legal Adviser Program |  Centre for Public Service Productivity and Development |

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|-------------------------|--|---|
| 2021-03-22 - 2021-03-25 | Master Class for Personal Assistants, Company Secretaries and Legal Officers |  Fontini Consulting Ltd |
| 2021-03-22 - 2021-03-26 | Advanced Secretarial Skills Training |  Capacity for Africa |
| 2021-03-22 - 2021-03-26 | Advanced Office Management and Administrative Skills Course |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | Intermediate Skills for Effective Office Administration Course |  Tom Associates Training |

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Banking and Insurance

| | | |
|-------------------------|---|---|
| 2021-03-16 - 2021-03-18 | Pro-Active Debt Recovery Course |  Newways Consulting |
| 2021-03-22 - 2021-03-26 | Credit Analysis for Commercial Lending Training |  Tom Associates Training |


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Operations Management

| | | |
|-------------------------|---|---|
| 2021-03-16 - 2021-03-19 | Excellent Operations Management - Value Improvement in Manufacturing and Service Operations Course |  Tom Associates Training |
| 2021-03-17 - 2021-03-20 | ISO/IEC 27001 Information Security Management System Lead Implementer Virtual Training (PECB Certified) |  Tenol Alpha |
| 2021-03-22 - 2021-03-26 | ISO 9001 Quality Management System Lead Auditor Training (PECB) |  Tenol Alpha |

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Information and Communications Technology

| | | |
|-------------------------|--|--|
| 2021-03-16 - 2021-03-18 | E-Library Management-Extending Modern Technology to Libraries Workshop |  Centre for Public Service Productivity and Development |
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Agriculture and Rural Development

| | | |
|-------------------------|--|--|
| 2021-03-22 - 2021-03-26 | Establishing and Strengthening Farmer Organizations Course |  Foscore Development Center |
| 2021-03-29 - 2021-04-02 | GIS Mapping, Visualization and Analysis using QGIS Course |  Foscore Development Center |

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Logistics and Supply Chain Management

| | | |
|---|--|--|
| 2021-03-28 - 2021-04-01 | CSCP Certified Supply Chain Professional |  LEORON Professional Development Institute |
| 2021-03-28 - 2021-04-01 | CCMP Contract and Commercial Management Practitioner Course |  LEORON Professional Development Institute |
| To view more courses in this category, click here | | |
| Legal and Legislative | | |
| 2021-03-16 - 2021-03-19 | The Company Secretary/Legal Adviser Program |  Centre for Public Service Productivity and Development |
| 2021-03-16 - 2021-03-19 | Corporate Legal Officers Course |  Alpha Partners |
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| Entrepreneurship and Business Development | | |
| 2021-03-16 - 2021-03-19 | Business Literacy - Mastering the Dynamics of Business Drivers Course |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | Business Development Programme for Area and Regional Managers |  Tom Associates Training |
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| Report and Speech Writing | | |
| 2021-03-23 - 2021-03-26 | Report and Proposal Writing/Crucial Communications Course |  Tom Associates Training |
| To view more courses in this category, click here | | |
| Risk Management | | |
| 2021-03-22 - 2021-03-26 | Enterprise Risk Management (ERM) Training |  Capacity for Africa |
| To view more courses in this category, click here | | |
| General Management | | |
| 2021-03-22 - 2021-03-26 | Becoming an Effective Supervisory Manager Course |  Tom Associates Training |
| 2021-03-22 - 2021-03-26 | Budget Presentation, Administration and Management Techniques Course |  GoldStead Resources Company Limited |
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| Customer Service and Support | | |
| 2021-03-25 - 2021-03-26 | How to Create Positive Customer Experience Training: Service as an Art and a Science |  Tom Associates Training |
| 2021-03-29 - 2021-04-02 | Top- Notch Customer Service Training |  Timeline Global Link Consulting |
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Human Resource Management

2021-03-16 - 2021-03-19

Payroll Administration and Human Resource Management Course



Francis Consulting

2021-03-22 - 2021-03-26

Superior Competencies in Human Resource Management Course



Tom Associates Training

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Energy and Power

2021-03-29 - 2021-04-02

GIS Mapping, Visualization and Analysis using QGIS Course



Foscore Development Center

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Research Methodology and Analytics

2021-03-29 - 2021-04-02

GIS Mapping, Visualization and Analysis using QGIS Course



Foscore Development Center

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Health, Safety and Environment (HSE)

2021-03-22 - 2021-03-26

Health and Safety Management in Workplace Course



Timeline Global Link Consulting

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Corporate Governance

To view more courses in this category, [click here](#)

Corporate Social Responsibility (CSR)

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