



Second Quarter 2019 Conferences, Seminars and Training Guide

Follow us on



(Premium subscribers only)

Please click on your preferred course for more information

| Date | Course Title | Training Provider |
|---------------------------------|---|--|
| Internal Audit and Fraud | | |
| 2019-04-03 - 2019-04-05 | Investigating Fraud in the Workplace Course |  TSI Limited |
| 2019-04-09 - 2019-04-12 | Auditing Conduct Risk Course |  Newways Consulting |
| 2019-05-06 - 2019-05-10 | Forensic Accounting Professional Certification Course |  TSI Limited |

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

Administrative and Secretarial

| | | |
|-------------------------|--|--|
| 2019-04-01 - 2019-04-05 | Training on Electronic Document |  Data-Afrique Consultancy |
| 2019-04-01 - 2019-04-05 | Intermediate Skills for Effective Office Administration Course |  Tom Associates Training |
| 2019-04-02 - 2019-04-04 | Corporate Office Administration, Record and Information Management |  Newways Consulting |
| 2019-04-02 - 2019-04-04 | Executive Secretaries and Personal Assistants Development Course |  Centre for Public Service Productivity and Development |
| 2019-04-02 - 2019-04-04 | EArchiving and Electronic Document Management System Training |  LCL Coaches Consultants |

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



Information and Communications Technology

| | | |
|-------------------------|--|--|
| 2019-04-01 - 2019-04-05 | Training on Electronic Document |  Data-Afrique Consultancy |
| 2019-04-01 - 2019-04-05 | Training on Qualitative Data Management and Analysis with NVIVO |  Datastat Research Center |
| 2019-04-02 - 2019-04-04 | Corporate Office Administration, Record and Information Management |  Newways Consulting |

| | | |
|-------------------------|---|---|
| 2019-04-02 - 2019-04-04 | EArchiving and Electronic Document Management System Training |  LCL Coaches Consultants |
| 2019-04-09 - 2019-04-12 | Budgeting, Forecasting and Budgetary Control Course |  Tom Associates Training |






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

Media and Communication

| | | |
|-------------------------|---|--|
| 2019-04-01 - 2019-04-05 | Training on Communication and Presentation Skills |  Data-Afrique Consultancy |
| 2019-04-01 - 2019-04-05 | Training on Introduction to Corporate Communications |  Datastat Research Center |
| 2019-04-02 - 2019-04-04 | Corporate Office Administration, Record and Information Management |  Newways Consulting |
| 2019-04-08 - 2019-04-12 | Excellent Written Communications for Public Service Officers Course |  Tom Associates Training |
| 2019-04-15 - 2019-04-17 | Contemporary Strategic Public Relations Course |  Symantic Consulting |



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




Logistics and Supply Chain Management

| | | |
|-------------------------|---|---|
| 2019-04-01 - 2019-04-03 | Strategic Warehousing Course |  Tom Associates Training |
| 2019-04-01 - 2019-04-02 | Contracts Management Course |  Allied Educational Resources Ltd. |
| 2019-04-01 - 2019-04-02 | Inventory Management: Knowing The Nuts and Bolts Course |  Allied Educational Resources Ltd. |
| 2019-04-08 - 2019-04-10 | Logistics and Supply Chain Management Course |  Impact Training and Management Consulting Limited |
| 2019-04-09 - 2019-04-12 | Current Good Manufacturing Practices (CGMP) Course |  Tom Associates Training |

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






Operations Management

| | | |
|-------------------------|--|---|
| 2019-04-01 - 2019-04-05 | ISO 14001:2015 Environmental Management System Auditor Course (PECB Certified) |  Tenol Alpha |
| 2019-04-01 - 2019-04-02 | Inventory Management: Knowing The Nuts and Bolts Course |  Allied Educational Resources Ltd. |

| | | |
|-------------------------|--|---|
| 2019-04-06 - 2019-04-14 | IASSC Lean Six Sigma Green Belt Course |  JK Michaels Consulting |
| 2019-04-07 - 2019-04-11 | Maintenance and Reliability Best Practices Training |  PetroKnowledge Training |
| 2019-04-08 - 2019-04-12 | ISO 45001 Occupational Health and Safety Lead Implementer - Training |  International Network for Corporate Social Responsibility (INCSR) |




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

Customer Service and Support

| | | |
|-------------------------|---|---|
| 2019-04-08 - 2019-04-12 | The Excellent Front Desk Officer Training |  Capacity for Africa |
| 2019-04-10 - 2019-04-12 | Front Desk and Customer Relations Skills Course |  Tom Associates Training |
| 2019-04-17 - 2019-04-17 | Fundamentals of Customer Service and Communicating Professionally in Workplace Training |  SDIL |
| 2019-04-23 - 2019-04-26 | Competencies in Service Strategy Course |  Tom Associates Training |
| 2019-04-29 - 2019-04-30 | Call Center Training |  Allied Educational Resources Ltd. |



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

Education



| | | |
|-------------------------|---|--|
| 2019-04-08 - 2019-04-12 | Action Research: Research and Practice Training |  Capacity for Africa |
| 2019-04-18 - 2019-04-20 | Lagos Model Assembly: Teenagers Global Leadership Development Programme |  Ogudoro Leadership Trainers and Management Consultants |
| 2019-04-22 - 2019-04-22 | Top Secondary Schools Special Preparation Programme |  Ogudoro Leadership Trainers and Management Consultants |

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

Research Methodology and Analytics

| | | |
|-------------------------|---|--|
| 2019-04-01 - 2019-04-05 | Training on Qualitative Data Management and Analysis with NVIVO |  Datastat Research Center |
| 2019-04-08 - 2019-04-12 | Action Research: Research and Practice Training |  Capacity for Africa |
| 2019-04-25 - 2019-04-26 | Managing Conflict and Difficult Situations at Work Course |  Tom Associates Training |

Pre-Retirement and New Beginnings

| | | |
|-------------------------|--|---|
| 2019-04-01 - 2019-04-05 | Pre-Retirement Course: Preparing to Manage a New Beginning |  Tom Associates Training |
| 2019-04-08 - 2019-04-12 | Retirement Planning Workshop |  Capacity for Africa |


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

Leadership and Self Development

| | | |
|-------------------------|--|---|
| 2019-04-01 - 2019-04-05 | Managing Priorities, Performance and Pressure Course |  Nigerian Institute of Management |
| 2019-04-01 - 2019-04-03 | Building Trust and Inspiring Followers Course - Small Behaviours that Create Positive Change |  Tom Associates Training |
| 2019-04-03 - 2019-04-05 | Office Politics: The Playing and Winning Strategies Course |  GoldStead Resources Company Limited |
| 2019-04-04 - 2019-04-05 | Knowledge Management Course |  Allied Educational Resources Ltd. |
| 2019-04-04 - 2019-04-05 | Future-Ready Directors Course: Dynamic Board for Young Businesses |  Tom Associates Training |






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

Real Estate Management

| | | |
|-------------------------|--|--|
| 2019-06-10 - 2019-06-21 | Conveyancing and Property Valuation Course |  HRODC Postgraduate Training Institute, A Postgraduate-Only Institution |
|-------------------------|--|--|


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

Engineering and Technical Skills

| | | |
|-------------------------|--|---|
| 2019-04-07 - 2019-04-11 | Maintenance and Reliability Best Practices Training |  PetroKnowledge Training |
| 2019-04-15 - 2019-04-17 | Preventive Maintenance Course |  Tom Associates Training |
| 2019-04-15 - 2019-04-26 | Training course on Mapping with Geoserver, Postgres, and Open layers |  Datastat Research Center |
| 2019-04-15 - 2019-04-26 | Training on Web-Based GIS and Mapping |  Datastat Research Center |
| 2019-04-24 - 2019-04-26 | Pumps and Valves: Selection, Troubleshooting and Repairs Course |  Angelus Consulting and Research Limited |


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

Corporate Governance

| | | |
|-------------------------|---|---|
| 2019-04-01 - 2019-04-05 | Training on Introduction to Corporate Communications |  Datastat Research Center |
| 2019-04-22 - 2019-04-26 | Corporate Governance Course - Risk Management Principles, Policies and Best Practices |  Fontini Consulting Ltd |

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

Risk Management

| | | |
|-------------------------|---|--|
| 2019-04-22 - 2019-04-26 | Corporate Governance Course - Risk Management Principles, Policies and Best Practices |  Fontini Consulting Ltd |
|-------------------------|---|--|

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

Women and Gender Issues

| | | |
|-------------------------|--|--|
| 2019-04-08 - 2019-04-10 | The Power of the Effective Female Leader Course |  Reenel Associates |
| 2019-04-17 - 2019-04-18 | Women in Leadership : Breaking the Glass Ceiling Course |  Allied Educational Resources Ltd. |
| 2019-04-21 - 2019-04-25 | Assertiveness Without Aggression Workshop for Women |  LEADWomen Executive Education UK |
| 2019-04-22 - 2019-04-26 | International Program on Gender, Poverty and Social Development Course |  Centre for Public Service Productivity and Development |

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





Finance and Accounting

| | | |
|-------------------------|---|---|
| 2019-04-02 - 2019-04-03 | Finance and Accounting for Non-Finance Professionals Course |  GODP Consulting |
| 2019-04-03 - 2019-04-05 | Essential Knowledge of Bookkeeping Course |  Tom Associates Training |
| 2019-04-08 - 2019-04-12 | Tax Management for Organizations Course |  Timeline Global Link Consulting |
| 2019-04-09 - 2019-04-12 | Budgeting, Forecasting and Budgetary Control Course |  Tom Associates Training |
| 2019-04-09 - 2019-04-12 | Auditing Conduct Risk Course |  Newways Consulting |

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






Entrepreneurship and Business Development

| | | |
|-------------------------|--|---|
| 2019-04-08 - 2019-04-12 | Business Leadership Skills – Becoming Management Material Course |  Capacity for Africa |
|-------------------------|--|---|

| | | |
|-------------------------|--|--|
| 2019-04-08 - 2019-04-09 | Thinking Outside the Box to Improve Performance: Creative Thinking and Innovation |  Allied Educational Resources Ltd. |
| 2019-04-09 - 2019-04-12 | Building and Sustaining a Successful Enterprise Course |  Tom Associates Training |
| 2019-04-15 - 2019-04-18 | Making your Business Blossom in a Suppressive Market: Groundbreaking Action Plans for Cutting-Edge Companies |  Tom Associates Training |
| 2019-04-23 - 2019-04-26 | Business Literacy - Mastering the Dynamics of Business Drivers Course |  Tom Associates Training |



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

General Management

| | | |
|-------------------------|--|---|
| 2019-04-02 - 2019-04-03 | Finance and Accounting for Non-Finance Professionals Course |  GODP Consulting |
| 2019-04-08 - 2019-04-12 | Leading and Managing High Performing Teams Course |  GTC |
| 2019-04-09 - 2019-04-12 | Auditing Conduct Risk Course |  Newways Consulting |
| 2019-04-10 - 2019-04-11 | Trade Show Staff Training: Turn Your Trade Show into Profit Show |  Allied Educational Resources Ltd. |
| 2019-04-23 - 2019-04-26 | Mastering the Art of Public and Professional Speaking Course |  Alpha Partners |

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

Marketing and Sales Management

| | | |
|-------------------------|--|---|
| 2019-04-01 - 2019-04-05 | Marketing that Creates Results Course |  Tom Associates Training |
| 2019-04-08 - 2019-04-10 | Guides to Successful Trade Marketing Course |  Tom Associates Training |
| 2019-04-09 - 2019-04-12 | Advanced Selling Skills Course |  Tom Associates Training |
| 2019-04-10 - 2019-04-11 | Trade Show Staff Training: Turn Your Trade Show into Profit Show |  Allied Educational Resources Ltd. |
| 2019-04-15 - 2019-04-17 | Relationship Management and Marketing Skills Course |  Tom Associates Training |






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

Executive Education

| | | |
|-------------------------|--|--|
| 2019-04-04 - 2019-04-05 | Future-Ready Directors Course: Dynamic Board for Young Businesses |  Tom Associates Training |
| 2019-04-10 - 2019-04-11 | Creating Effective Boards and Directors Course |  TEXEM |
| 2019-04-22 - 2019-04-26 | International Program on Gender, Poverty and Social Development Course |  Centre for Public Service Productivity and Development |
| 2019-04-22 - 2019-04-26 | Mastering People Management and Team Leadership Training |  GLOMACS Training and Consultancy |




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

Human Resource Management

| | | |
|-------------------------|--|--|
| 2019-04-04 - 2019-04-05 | Knowledge Management Course |  Allied Educational Resources Ltd. |
| 2019-04-06 - 2019-04-10 | Intermediate Skills Level for Human Resources Management Course |  Tom Associates Training |
| 2019-04-11 - 2019-04-12 | Advanced Supervisory Skills Course |  Impact Training and Management Consulting Limited |
| 2019-04-15 - 2019-04-17 | Basic Management Process: Early Stage Managers Development Programme |  Tom Associates Training |
| 2019-04-15 - 2019-04-17 | Payroll Management, Compensation and Benefits Administration Course |  Tom Associates Training |



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

Banking and Insurance





| | | |
|-------------------------|---|---|
| 2019-04-01 - 2019-04-05 | Bank Lending and Credit Administration Workshop |  Tom Associates Training |
| 2019-04-24 - 2019-04-26 | Bank Teller's Course |  Tom Associates Training |
| 2019-04-24 - 2019-04-26 | Mastering Anti Money Laundering and Fighting Terrorism Course |  Core Trainers |

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

Security and Crime Prevention

| | | |
|-------------------------|---|--|
| 2019-04-24 - 2019-04-26 | Mastering Anti Money Laundering and Fighting Terrorism Course |  Core Trainers |
| 2019-05-02 - 2019-05-03 | Strategies for Combating the Act of Kidnap Training |  Nigerian Institute for Industrial Security |

Health, Safety and Environment (HSE)

| | | |
|-------------------------|--|---|
| 2019-04-01 - 2019-04-02 | Scaffolding Erection and Safety Course |  Rholuck Services Ltd. |
| 2019-04-08 - 2019-04-12 | ISO 45001 Occupational Health and Safety Lead Implementer - Training |  International Network for Corporate Social Responsibility (INCSR) |
| 2019-04-15 - 2019-04-19 | Training on Emergency Planning Management |  Datastat Research Center |
| 2019-04-16 - 2019-04-17 | Occupational Health and Safety Management Course |  Tom Associates Training |
| 2019-04-24 - 2019-04-26 | Hazards and Operability Studies Course |  Rholuck Services Ltd. |


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

Agriculture and Rural Development

| | | |
|-------------------------|--|--|
| 2019-04-15 - 2019-04-19 | Training on Establishing and Strengthening Farmer Organizations |  Datastat Research Center |
| 2019-04-15 - 2019-04-26 | Monitoring and Evaluation for Food Security and Nutrition Course |  Foscore Development Center |

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

Legal and Legislative

| | | |
|-------------------------|---|--|
| 2019-04-09 - 2019-04-12 | Contract Management Course |  Tom Associates Training |
| 2019-05-21 - 2019-05-23 | The Company Secretary/Legal Adviser Program |  Centre for Public Service Productivity and Development |

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

Project Management

| | | |
|-------------------------|--|---|
| 2019-04-06 - 2019-04-20 | Project Management Professional, PMP Training |  JK Michaels Consulting |
| 2019-04-11 - 2019-04-12 | Project Leadership Course |  Impact Training and Management Consulting Limited |
| 2019-04-15 - 2019-04-26 | Monitoring and Evaluation for Food Security and Nutrition Course |  Foscore Development Center |

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

Strategic Management

| | | |
|-------------------------|--|---|
| 2019-04-10 - 2019-04-12 | Strategic Business Planning and Organizational Structure Course |  Symantic Consulting |
| 2019-05-06 - 2019-05-08 | Mastering Competitive Positioning, Blue Ocean Strategy and Value Chain Management Course |  Tom Associates Training |
| 2019-05-14 - 2019-05-17 | Value Added Marketing: Advanced Marketing Strategies Course |  Tom Associates Training |

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

Time and Self Management

| | | |
|-------------------------|--|---|
| 2019-04-03 - 2019-04-05 | Managing Your Boss: "Managing Up Course |  GoldStead Resources Company Limited |
| 2019-04-22 - 2019-04-26 | Mastering People Management and Team Leadership Training |  GLOMACS Training and Consultancy |
| 2019-05-20 - 2019-05-22 | Managers as Leaders Training |  Tom Associates Training |


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

Public Administration

| | | |
|-------------------------|---|---|
| 2019-04-01 - 2019-04-05 | Management of the Contemporary Public Sector: The Pressure to Change Course |  Tom Associates Training |
| 2019-04-08 - 2019-04-12 | Excellent Written Communications for Public Service Officers Course |  Tom Associates Training |
| 2019-05-06 - 2019-05-10 | The Public Sector Leaders of the Future Course |  Tom Associates Training |
| 2019-05-13 - 2019-05-17 | Management and Protection of Information (MPI) Course |  Tom Associates Training |


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

Report and Speech Writing

| | | |
|-------------------------|---|---|
| 2019-04-08 - 2019-04-12 | Excellent Written Communications for Public Service Officers Course |  Tom Associates Training |
|-------------------------|---|---|

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

Protocol and Travel Management

| | | |
|-------------------------|---|---|
| 2019-05-13 - 2019-05-17 | Protocol, Public Relations and Events Management Course |  Tom Associates Training |
|-------------------------|---|---|

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

Corporate Social Responsibility (CSR)

2019-04-08 - 2019-04-12

ISO 26000 Social Responsibility Lead
Implementer Training and Certification



International Network for Corporate
Social Responsibility (INCSR)

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

Economic Management

2019-04-22 - 2019-05-03

International Training on Monitoring and
Evaluation for Development Results



Datastat Research Center

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

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