

Textiles

Supervisory Skills in Garment Manufacturing	Leadership for Supervisors
Industrial Engineering A Tool for Productivity Improvement	Clothing Production Management
Achieving Quality on the Production Floor	Improving Quality & Presentation of Garments by Pressing
Work Measurement Investigations	Practical Methods Study
Practical Time Study	Pressing Quality and Garment presentation
Time Study – Principles and Applications	Productivity Development & Training Program
Practical Method Study	Method Engineering and Time Study
Productivity Oriented Sewing Techniques	Product Knowledge for Merchandisers
Managing Quality in Garment Manufacturing	Productivity Improvement for Supervisors
Garment Production Planning and Control	Materials Management in Clothing Production
Establishing Cost of Quality	Fabrics & Store Management
Garment Production Management	Line Efficiency Management
Garment Costing	Garment Quality Monitoring
Garment Operations Analysis	Workplace Design
Method Investigations and Improvement	Cutting Room Management
Management and Work Organization	Operator Efficiency Improvement
Principles of Merchandising	

Sales and Marketing

Improving Sales & Marketing Performance	Marketing Challenges for the Service Sector
Introduction to Marketing Management	Principles of Sales and Marketing
Effective sales force management	Retail Merchandising and Management
Business to Business Marketing Management	E-Commerce Strategy and Solutions

Financial Management & Accounting

Finance for Non-Financial Managers	Budgeting & Costing
Business Accounting & Finance for Managers	Credit Management & Control
Monitoring and Controlling performance against targets	Managing Key Account Customers

General Management & Human Resources

Managing people for peak performance	Change Management & Leadership
Management skills for executive secretaries	Supervisory Skills Development Program
Management skills for new managers	Effective Negotiation Skills
Human Resources Management	Time management for middle management
Putting customers first	Managing people effectively
Enhancing Interpersonal Skills	Enhancing middle management skills

Leadership and Team Management	Introduction to Management
Managing change	Effective communication skills
Skills Development for Middle Management	Advanced Selling Skills for Salesman/Drivers
Management Competency Development Program	Producing to meet Customer Needs
Supervisory Competency Development Program	Effective Time Management
Supervisory Skills for Services	Facilitation Skills
Managing Projects	Performance Management
Positive Work Attitude	Public Relations & Communication
Enhancing Group Dynamics	Designing appropriate payment systems
Improving Industrial Processes	Project Management
Strategies for recruitment and retention	Handling tough workplace situations
Essential employment laws	Developing a training strategy
Effective training and development management	Preparing an impacting Business Plan
Coaching skills for new trainers	Time Management and Personal Leadership
Contract law for non-legal professionals	

Customer Care

Customer Relationship Building

Grooming & Personality Development

Customer care

Logistics, Warehousing & Procurement

Warehouse and Inventory Management

Strategic materials management

Purchasing and Supply (Certificate,
Advanced & Professional), CIPS, U.K

Supply Chain Excellence

Food and Safety

HACCP Food Safety Program

Food Handling & Hygiene

Hospitality Management

Hospitality Management in Tourism

Customer Care

Knowledge based management

Quality

ISO 9000 Documentation and Internal
Auditing

ISO 9000 Quality System Development

TQM Continuous Improvement in the
Manufacturing and Service sector

ISO 9001:2000 Awareness Workshop

ISO 9001:2000 Implementation &
Compliance Workshop

ISO 9001:2000 Departmental Workshop

ISO 9001:2000 Quality Management System
Documentation

ISO 9001:2000 Internal Audit Workshop

Entrepreneurship/ SME Development

Small & Medium Businesses Management Program	Managing Family Businesses
Human Resources Management for Small Businesses	Finance for Small Businesses
Strategic Human Resources Management	Entrepreneurs Development Program

Information & Communication Technology

Effective Communication in Call Centres	Customer Care in Call Centres
Operations Management in Call Centres	Understanding Call & Contact Centres
Fundamental Call Handling Skills	Telesales skills
E-mail and Web-based contacts	Telecollections skills
Handling challenging calls	Call simulation & coaching application lab
Operational Fundamentals in Contact Centres	Managing in real time
Financial Management for Call Centre Managers	Best practice capacity planning in call centres
Operations Management in Call Centres	Human Resources Management
Information Analysis in Call Centres	Sales and Marketing in Call Centres
Call Centre Technology	MIS design and application in call centres
Performance Improvement and Benchmarking in Call and Contact Centres	Business planning & strategic integration