



الجودة الأوروبية  
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# Management Training Courses

Course Name	Code
Advanced Internal Communication	640
Advanced Communication & Problem Solving	298
Business Brain Train: The Whole Brain Approach To Business Effectiveness	139
Leading Under Pressure: Managing Organisational & Personal Crises	76
The Complete Course on Management & Leadership	441
Advanced Management & Leadership	132
Task Management Skills	166
Building Effective Partnerships for Sustainable Development	679
Effective Performance Management	7
Successful Management for Business Achievement ( The 5 Day MBA )	9
Insurance Risk Management Professional	677
Introduction to internal communication	638
Handling Information Overload	128
High Impact Supervisory Skills	135
The Professional Competent Manager	136
Succeeding as a New Manager	148
Process Troubleshooting and Problem Analyze and Solving	149
Performance Measurements, Continuous Improvement & Benchmarking	161
Communication with External Providers	872
Successful Planning, Organising & Delegating	165
Effective People Skills	167



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Negotiating & Dispute Resolutions	171
Advanced Problem Solving & Decision Making	173
Writing Effective Policies & Procedures	176
Foster Teamwork & Cooperation Skills	178
10 Tools for Highly Effective Managers	179
Preparation for Risk Management Professional	673
Building Skills for Working in Teams: Igniting Passion & Activating Potential in Teams	304
Corporate Risk & Crisis Management	744
Communication & Planning Skills for Administrative Professionals	493
Enterprise Risk Management	672
Leadership & Management Skills for Supervisors	530
Communicating to Your Senior Management and Key Stakeholders	549
Business Analysis within a Project Environment	603
Quality Management Essentials	600
Administrative and reporting skills	910
Coordinating and supervising the executive departments	657
Six Sigma Yellow Belt	734
Setting Priorities, Time Management & Stress Reduction: Managing Stress & Pressure at Work	141
Simplification of Work Processes and Procedures	751
Creative Leadership and Innovative Management	752
Business Intelligence: Data Analysis and Reporting Techniques	753
Lead Auditor (ISO 9001)	808
Portfolio Management Professional	806



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Managing Successful Programmes	805
Professional Quality Engineer	813
Effective Planning and Excellence in Management and Team Building	818
Ceremonial Etiquette, Protocols, and Honorary Practices	863
Change Management Professional (CCMP) Certification Preparation Course	870
Enhancing Performance Through Change Management and KPIs	875
Goal Setting, Planning & Decision Making	301
Leading with Excellence	629
Quality Management Professional	674
ISO 31000 Lead Risk Manager	896
Analysis for Management Decisions	904
Development of Managerial and Supervisory Competencies	908
Strategic Vision: Initiatives, Performance Enhancement, and Decision Making	916
Modern Methods of Planning and Business Implementation Follow up	534
Internal Consultancy Skills at Work	125
Priority Management: Optimising Time, Workflow & Productivity	131
Lean Six Sigma Green Belt Programme	147
Advanced Communication & Interpersonal Skills	297
Change Management and Continuous Development Skills	876
Driving Business Performance with Social Media for Motivation of Employees	6
TQM Continuous Improvement Internal Auditing Reporting Skills	170
Skills For Women at Work	181
Masterclass for Administrative Professionals, Secretaries & PAs	531



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The Office & Department Co Ordinator	532
Crisis Management & Risk	743
ASQ Approved Lean Six Sigma Green Belt	735
Getting Things Done (GTD)	892