



Providing Quality and
Professional Training Since 1984

#	Title	Duration	Fee US\$ - VAT is not included	Venue	Date
001/2025	Accounting Methods and Procedures – Best Practices in Financial Accounting and Reporting	6	3,950	Bahrain	19 Jan 2025 - 24 Jan 2025
002/2025	Project Planning, Scheduling & Cost Control Professional – Preparing for PMI-SP Certificate – Certified Program	5	3,950	Dubai / UAE	20 Jan 2025 - 24 Jan 2025
003/2025	Planning, Organizing, Negotiating and Work Coordinating	5	3,950	Bahrain	2 Feb 2025 - 6 Feb 2025
004/2025	IEEE Standards for Electric Power Systems in Buildings	5	3,950	Cairo / Egypt	9 Feb 2025 - 13 Feb 2025
006/2025	Managing Strategic Operations, Rationalizing Expenses And Developing Revenues	12	7,700	Dubai / UAE	10 Feb 2025 - 21 Feb 2025
005/2025	Modern Strategies for Rationalizing Expenses and Developing Revenues	5	3,950	Dubai / UAE	10 Feb 2025 - 14 Feb 2025
007/2025	Strategic Planning, Analysis, Financial Control and Budget Preparation	5	6,500	London / UK	10 Feb 2025 - 14 Feb 2025
009/2025	Executive Office Management - Practices and Technics	5	3,950	Dubai / UAE	17 Feb 2025 - 21 Feb 2025
008/2025	Managing Strategic Operations: Design and Effectively Implement Operations Strategies to Achieve Organizational Goals	5	3,950	Dubai / UAE	17 Feb 2025 - 21 Feb 2025
010/2025	Managing & Supervising Projects, Consultants & Contractors - Certified Program	5	3,950	Dubai / UAE	24 Feb 2025 - 28 Feb 2025
012/2025	Strategies in Attracting Talents According to the Requirements of the Jobs of the Future	5	3,950	Dubai / UAE	24 Feb 2025 - 28 Feb 2025
011/2025	Transformational and Innovative Leadership in The Era of Change	5	3,950	Dubai / UAE	24 Feb 2025 - 28 Feb 2025
013/2025	Business Continuity Management: Standards, Plans and Systems to Improve Institutional Performance and Decisions Quality	12	7,700	Dubai / UAE	14 Apr 2025 - 25 Apr 2025
015/2025	Key Performance Indicator *KPIs* Workshop and Maximizing Effectiveness	5	6,500	London / UK	14 Apr 2025 - 18 Apr 2025
014/2025	Re-Engineering Administrative Processes for Enhanced Institutional Performance and Decision Quality	5	3,950	Dubai / UAE	14 Apr 2025 - 18 Apr 2025
017/2025	Advanced Creative Methods for Influencing and Persuading	5	3,950	Dubai / UAE	21 Apr 2025 - 25 Apr 2025
016/2025	Advanced HVAC Design, Maintenance & Operation Techniques	5	3,950	Dubai / UAE	21 Apr 2025 - 25 Apr 2025
018/2025	Business Continuity Management: Standards, Plans and Systems	5	3,950	Dubai / UAE	21 Apr 2025 - 25 Apr 2025
019/2025	Preparing New Managers: Enhancing Knowledge Based on Institutional Performance Indicators	5	3,950	Dubai / UAE	21 Apr 2025 - 25 Apr 2025
020/2025	Financial Budgeting, Estimating, Cost Control and Management	5	3,950	Cairo / Egypt	27 Apr 2025 - 1 May 2025
021/2025	Successfully Selecting Contractors and Consultants: Tendering, Bidding & Award – Certified Program	5	6,500	London / UK	28 Apr 2025 - 2 May 2025
022/2025	Transformational and Innovative Leadership in The Era of Change	5	6,500	London / UK	28 Apr 2025 - 2 May 2025
023/2025	Excellence in Crises and Effective Decision Making	5	3,950	Bahrain	4 May 2025 - 8 May 2025
024/2025	Planning, Monitoring, Evaluation and Innovation @ Work	5	3,950	Cairo / Egypt	4 May 2025 - 8 May 2025
031/2025	Fire Alarm and Sprinklers Inspection, Testing and Design	5	6,500	London / UK	12 May 2025 - 16 May 2025
027/2025	Master's Certificate in Project Management (MCPM Workshops 1, 2, 3) - Certified Program	19	11,700	Dubai / UAE	12 May 2025 - 30 May 2025
028/2025	Mastering Modern Project Management™ and the Risk Management (MCPM Workshop 1) – Certified Program*	5	3,950	Dubai / UAE	12 May 2025 - 16 May 2025
029/2025	Modern Methods of Conflict Management and The Ability to Adapt	5	3,950	Dubai / UAE	12 May 2025 - 16 May 2025
032/2025	Modern Methods of Conflict Management and The Ability to Adapt	5	6,500	London / UK	12 May 2025 - 16 May 2025
026/2025	Modern Project Management, Risk, Negotiation, Leadership and Team Building (MCPM Workshops 1, 2) – Certified Program*	12	7,700	Dubai / UAE	12 May 2025 - 23 May 2025
030/2025	Promoting Happiness, Positivity, and Wellbeing in Governmental Institutions	5	3,950	Dubai / UAE	12 May 2025 - 16 May 2025
025/2025	Transparent Management and Leadership Techniques - Case Studies	5	6,500	Barcelona / Spain	12 May 2025 - 16 May 2025
033/2025	LEED Green Associate GA Exam Preparation - Green Building Techniques	5	3,950	Cairo / Egypt	18 May 2025 - 22 May 2025
036/2025	Advanced Project Management, Negotiation, Leadership, Team Buildings and Contracting (MCPM Workshops 2, 3) – Certified Program*	12	7,700	Dubai / UAE	19 May 2025 - 30 May 2025
034/2025	Creative Leadership, Management, Strategic Planning, Change Management and Organizational Effectiveness	5	3,950	Dubai / UAE	19 May 2025 - 23 May 2025
040/2025	Hazard Identification and Risk Assessment	5	6,500	London / UK	19 May 2025 - 23 May 2025
037/2025	Leadership Communication and Influence Skills	5	3,950	Dubai / UAE	19 May 2025 - 23 May 2025
038/2025	Modern skills in management, supervision and delegation	5	3,950	Dubai / UAE	19 May 2025 - 23 May 2025
039/2025	Modern Skills in Management, Supervision and Delegation	5	3,950	Dubai / UAE	19 May 2025 - 23 May 2025
035/2025	Project Negotiation, Leadership and Team Building (MCPM Workshop 2) – Certified Program*	5	3,950	Dubai / UAE	19 May 2025 - 23 May 2025
043/2025	Advanced Project Controls & Contracting (MCPM Workshop 3) – Certified Program*	5	3,950	Dubai / UAE	26 May 2025 - 30 May 2025
046/2025	Construction Contract and Tendering - Preparation, Submittal, Analysis and Award – Certified Program	5	6,500	London / UK	26 May 2025 - 30 May 2025
042/2025	International Financial Reporting Standards (IFRS)	5	3,950	Dubai / UAE	26 May 2025 - 30 May 2025
041/2025	Mastering Emotional Intelligence – Excellence in Management and Leadership	5	6,500	Barcelona / Spain	26 May 2025 - 30 May 2025
045/2025	Planning, Organizing, Negotiating and Work Coordinating	5	4,600	Istanbul / Turkey	26 May 2025 - 30 May 2025
044/2025	Service Level Agreement (SLA's) for Managing Services and Improving Business Performance	5	3,950	Istanbul / Turkey	26 May 2025 - 30 May 2025
047/2025	Financial Analysis & Executive Management Skills for Non-Financial Professionals	5	3,950	Cairo / Egypt	22 Jun 2025 - 26 Jun 2025
050/2025	Business Process Re-Engineering BPR to Reduce Cost, Raise Quality, and Speed Service	5	3,950	Dubai / UAE	23 Jun 2025 - 27 Jun 2025
053/2025	Financial Data Analysis using Mathematical and Statistical Methods	5	6,500	London / UK	23 Jun 2025 - 27 Jun 2025
051/2025	Leadership in The Digital Transformation Era	5	3,950	Dubai / UAE	23 Jun 2025 - 27 Jun 2025
052/2025	Managing Multiple Projects – Certified Program	5	4,600	Istanbul / Turkey	23 Jun 2025 - 27 Jun 2025
054/2025	Mastering Emotional Intelligence – Excellence in Management and Leadership	5	6,500	London / UK	23 Jun 2025 - 27 Jun 2025
055/2025	PMI® Authorized Project Management Professional PMP® Exam Prep Course-Certified Program	5	6,500	London / UK	23 Jun 2025 - 27 Jun 2025
048/2025	Translating Vision and Strategy into Action	5	6,500	Barcelona / Spain	23 Jun 2025 - 27 Jun 2025
049/2025	Uninterruptible Power Supply (UPS) – Selection, Installation, Maintenance & Operation	5	3,950	Dubai / UAE	23 Jun 2025 - 27 Jun 2025
056/2025	Advanced Purchasing and Supply Techniques	5	3,950	Bahrain	29 Jun 2025 - 3 Jul 2025
057/2025	Building Rehabilitation and Repair Management	5	3,950	Cairo / Egypt	29 Jun 2025 - 3 Jul 2025
061/2025	Achieving Excellence in Managing Teams: Leadership, Monitoring, and Conflict Resolution	5	3,950	Dubai / UAE	30 Jun 2025 - 4 Jul 2025
059/2025	Advanced Techniques to Develop, Measure & Raise Maintenance Efficiency	5	3,950	Dubai / UAE	30 Jun 2025 - 4 Jul 2025
062/2025	Developing Operational Plans and Aligning it with Strategic Objectives	5	3,950	Dubai / UAE	30 Jun 2025 - 4 Jul 2025
067/2025	Effective Strategies for Managing Negotiations and Avoiding Gaps	5	6,500	London / UK	30 Jun 2025 - 4 Jul 2025
064/2025	Enhancing Innovation Skills and Streamlining Procedures for Workplace Efficiency	5	4,600	Istanbul / Turkey	30 Jun 2025 - 4 Jul 2025
058/2025	Innovation and Change Management, Dynamic Thinking and Successful Solutions and Focus to Achieve Success	5	6,500	Amsterdam / Netherland	30 Jun 2025 - 4 Jul 2025
068/2025	Mastering Financial Report Analysis for Informed Administrative Decision-Making	5	6,500	London / UK	30 Jun 2025 - 4 Jul 2025
069/2025	Measuring, Analyzing and Improving Work and Staff Performance	5	6,500	Barcelona / Spain	30 Jun 2025 - 4 Jul 2025

063/2025	Planning Skills, Monitoring, Evaluation and Innovation @ Work	5	4,600	Istanbul / Turkey	30 Jun 2025 - 4 Jul 2025
060/2025	Risk Management Professional – Preparing for PMI-RMP – Certified Program	5	3,950	Dubai / UAE	30 Jun 2025 - 4 Jul 2025
066/2025	Talent, Rotation and Succession Management	5	6,500	London / UK	30 Jun 2025 - 4 Jul 2025
065/2025	Value Engineering - Cost Reduction and Quality Improvement	5	6,500	London / UK	30 Jun 2025 - 4 Jul 2025
088/2025	Agile Leadership; building Resilient Teams	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
093/2025	Best Practices in Governance: Managing and Evaluating Employee and Institutional Performance	12	11,950	London / UK	7 Jul 2025 - 18 Jul 2025
085/2025	Best Strategies for Maintenance Planning the Reliability Methodologies Recommendations, Execution Challenges and Outsourced Services	12	11,950	London / UK	7 Jul 2025 - 18 Jul 2025
094/2025	Corporate Governance and Reporting Excellence	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
075/2025	Crafting a Unique and Memorable Customer Experience	5	3,950	Dubai / UAE	7 Jul 2025 - 11 Jul 2025
092/2025	Critical Thinking for Effective Decision-Making and Problem-Solving	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
076/2025	Developing Estimated Budgets and Cash Forecasts: Concepts and Practices	5	3,950	Dubai / UAE	7 Jul 2025 - 11 Jul 2025
079/2025	Finance for Non-Financial Professionals	5	4,600	Istanbul / Turkey	7 Jul 2025 - 11 Jul 2025
084/2025	Green Project Management and Fundamentals of Sustainability, Health and Safety Management	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
078/2025	Leadership, Management, Innovation in Professional and Knowledge-Intensive Organizations	5	4,600	Istanbul / Turkey	7 Jul 2025 - 11 Jul 2025
083/2025	Lean Six Sigma Yellow Belt	5	4,600	Istanbul / Turkey	7 Jul 2025 - 11 Jul 2025
073/2025	Maintenance Planning, Scheduling and Following up	5	3,950	Dubai / UAE	7 Jul 2025 - 11 Jul 2025
090/2025	Master's Certificate in Project Management Knowledge Areas (PMK Workshop 1, 2, 3) Preparing for PMP®, PMI-SP, PMI-RMP, CAPM - Certified Program	19	17,950	London / UK	7 Jul 2025 - 25 Jul 2025
081/2025	Mastering People Management and Team Leadership	5	4,600	Istanbul / Turkey	7 Jul 2025 - 11 Jul 2025
074/2025	Modern Skills in Management, Supervision and Delegation	5	3,950	Dubai / UAE	7 Jul 2025 - 11 Jul 2025
086/2025	Outsourced Facility Services	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
082/2025	Professional Manager – Best Practices	12	8,950	Istanbul / Turkey	7 Jul 2025 - 18 Jul 2025
091/2025	Project Integration, Scope & Time Management (PMK Workshop 1) - Certified Program	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
089/2025	Project Integration, Scope, Time, Cost, Quality and Project Resources Management (PMK Workshop 1, 2) - Certified Program	12	11,950	London / UK	7 Jul 2025 - 18 Jul 2025
080/2025	Simplification of Work Processes and Procedures	5	4,600	Istanbul / Turkey	7 Jul 2025 - 11 Jul 2025
072/2025	Strategic Planning and Methods of Implementation	5	6,500	Barcelona / Spain	7 Jul 2025 - 11 Jul 2025
087/2025	Strategic Planning, Analysis, Financial Control and Budget Preparation	5	6,500	London / UK	7 Jul 2025 - 11 Jul 2025
070/2025	Strategic Planning, Business Plan Developments and Decision-Making During Crises	5	6,500	Amsterdam / Netherland	7 Jul 2025 - 11 Jul 2025
071/2025	Strategic Planning, Sustainable Leadership and Organization Performance	12	11,950	Barcelona / Spain	7 Jul 2025 - 18 Jul 2025
077/2025	Tactics of Mechanical Installation - HVAC, Elevators, Fire Alarm, Pumps, Isolation Materials, etc.	5	4,600	Istanbul / Turkey	7 Jul 2025 - 11 Jul 2025
096/2025	LEED Accredited Professional AP Exam Preparation - Sustainable Design and Construction Techniques (LEED GA is prerequisite for AP Exam)	5	3,950	Cairo / Egypt	13 Jul 2025 - 17 Jul 2025
095/2025	Performance Focused Leadership	5	3,950	Bahrain	13 Jul 2025 - 17 Jul 2025
101/2025	Comparative International Contracts "FIDIC forms"	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
107/2025	Comprehensive Program in Human Resources Management	12	6,700	Dubai / UAE	14 Jul 2025 - 25 Jul 2025
103/2025	Construction Site Management, Inspection and Supervision – Certified Program	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
105/2025	Cultivating Innovative and Strategic Skills for Achieving Institutional Quality	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
104/2025	Driving Innovation, Utilizing Performance Indicators, and Achieving Institutional Quality	5	6,700	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
106/2025	Effective Succession Planning Strategies	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
099/2025	Electrical Grounding and Expectations of Future Loads and Method of Calculation	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
100/2025	Electrical Grounding and Expectations of Future Loads and Method of Calculation	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
109/2025	Financial Analysis to Support and Influence Strategic Decisions	5	4,600	Istanbul / Turkey	14 Jul 2025 - 18 Jul 2025
113/2025	Managing Workload: How to Prioritize When Everything is Important	5	4,600	Istanbul / Turkey	14 Jul 2025 - 18 Jul 2025
102/2025	PMI® Authorized Project Management Professional PMP® Exam Prep Course-Certified Program	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
108/2025	Public Relations Strategies: Etiquette, Protocol, Ceremonies, and VIP Engagement	5	3,950	Dubai / UAE	14 Jul 2025 - 18 Jul 2025
112/2025	Strategic Leadership and Sustainability: Problem Solving and Decision Making During Crises	12	8,950	Istanbul / Turkey	14 Jul 2025 - 25 Jul 2025
111/2025	Strategic Planning and Decision-Making During Crises	5	4,600	Istanbul / Turkey	14 Jul 2025 - 18 Jul 2025
110/2025	Strategic Thinking and Planning to Sustain Successful Operations	5	4,600	Istanbul / Turkey	14 Jul 2025 - 18 Jul 2025
098/2025	Sustainable Leadership and Organization Performance	5	6,500	Barcelona / Spain	14 Jul 2025 - 18 Jul 2025
097/2025	Transparent Management and Leadership Techniques - Case Studies	5	6,500	Amsterdam / Netherland	14 Jul 2025 - 18 Jul 2025
124/2025	Financial Budgeting, Estimating, Cost Control and Management	5	3,950	Dubai / UAE	21 Jul 2025 - 25 Jul 2025
241/2025	Financial Planning and Preparation of Estimated Budget	5	4,600	Istanbul / Turkey	25 Aug 2025 - 29 Aug 2025
280/2025	Strategic Planning and Balanced Scorecard	5	6,500	London / UK	8 Sep 2025 - 12 Sep 2025
335/2025	Financial Analysis to Support and Influence Strategic Decisions	5	6,500	London / UK	13 Oct 2025 - 17 Oct 2025
ADDS002/2025	Advanced Purchasing and Supply Techniques	5	4,500	Bahrain	26 Oct 2025 - 30 Oct 2025
355/2025	Managing Multiple Tasks, Priorities and Deadlines	5	3,950	Bahrain	26 Oct 2025 - 30 Oct 2025
ADDS001/2025	Successful Management for Business Achievement	5	3,950	Bahrain	26 Oct 2025 - 30 Oct 2025
364/2025	Assessing Public-Private Partnership PPP Investment Projects	5	6,500	London / UK	27 Oct 2025 - 31 Oct 2025