



www.visionandtalent.com

VISION & TALENT



2018 OPEN ENROLLMENT PROGRAMS TIMETABLE*

S/N	Title	Date	Venue	Fee (N)
A	Accounting, Admin & Finance Programs			
1.	Effective Budgeting And Cost Control	9-10 April	Ibis Hotel, Ikeja	155,000
2.	Finance For Non-Finance Professionals	18-20 April	Ibis Hotel, Ikeja	165,000
3.	Program For Special, Personal and Administrative Assistants	23-25 April	Ibis Hotel, Ikeja	165,000
4.	Health, Safety And Environment	7-8 May	Ibis Hotel, Ikeja	135,000
5.	Cost Containment & Management Program	13-15 August	Ibis Hotel, Ikeja	155,000
B	Business, Banking & Insurance Programs			
6.	Business Intelligence: Data Analysis & Reporting Techniques	14-18 May	Ibis Hotel, Ikeja	185,000
7.	Business Ethics Program	21-22 May	Ibis Hotel, Ikeja	115,000
8.	Business Reports And Dashboards With Excel	21-25 May	Ibis Hotel, Ikeja	175,000
9.	Fraud Detection And Prevention in Insurance	29-31 May	Ibis Hotel, Ikeja	135,000
10.	The Revenue Growth Habit	4-5 June	Ibis Hotel, Ikeja	155,000
11.	Finance of International Trade	13-15 June	Ibis Hotel, Ikeja	170,000
C	Credit And Risk Management Programs			
12.	Fundamentals of Credit And Credit Analysis	19-22 June	Ibis Hotel, Ikeja	185,000
13.	Cashflow Analysis And Interpretation of Financial Statements	2-4 July	Ibis Hotel, Ikeja	185,000
14.	Intermediate Credit And Risk Management	4-6 July	Ibis Hotel, Ikeja	175,000

15.	Loan Documentation And Collateral Management	9-10 July	Ibis Hotel, Ikeja	145,000
16.	Advanced Credit And Risk Management	6-9 August	Ibis Hotel, Ikeja	175,000
17.	Credit Excellence Masterclass	3-5 September	Ibis Hotel, Ikeja	185,000
D	Customer Service, Quality & Productivity And Related Programs			
18.	Structured Problem Solving	25-26 June	Ibis Hotel, Ikeja	145,000
19.	Fundamentals of Lean and Lean Six Sigma	25-28 June	Ibis Hotel, Ikeja	175,000
20.	Strategic Service Management	11-13 July	Ibis Hotel, Ikeja	185,000
21.	Six Sigma Training	16-18 July	Ibis Hotel, Ikeja	165,000
22.	Service Excellence	19-20 July	Ibis Hotel, Ikeja	165,000
E	HR, Training And Associated Programs			
23.	Vision & Talent Annual Training Colloquium 2018	18 January	Techno Oil Place	By Invitation
24.	Knowledge Management Program	19-20 February	Ibis Hotel, Ikeja	120,000
25.	Effective Coaching & Mentoring For Result	15-16 March	Ibis Hotel, Ikeja	145,000
26.	Strategic Train-the-Trainer Program	21-22March	Ibis Hotel, Ikeja	145,000
27.	The People Plan - The HR Excellence Program	11-13 June	Ibis Hotel, Ikeja	175,000
F	Management, Leadership, Basic Soft Skills			
28.	Fundamentals of Management (Supervisory Skills)	23-25 July	Ibis Hotel, Ikeja	165,000
29.	Personal Effectiveness, Grooming And the "X" Factor	24-25 July	Ibis Hotel, Ikeja	105,000
30.	Energy And Stress Management Workshop For Executives	25-27 July	Ibis Hotel, Ikeja	165,000
31.	Developing Great Managers Program (Mgt. Dev. Program)	30 July-1 Aug.	Ibis Hotel, Ikeja	185,000

32.	Leadership Excellence Program For Middle Managers	1-3 August	Ibis Hotel, Ikeja	175,000
33.	Agility and Execution: The Art of Getting Things Done	6-8 August	Ibis Hotel, Ikeja	170,000
34.	Time Management And Personal Effectiveness	9-10 August	Ibis Hotel, Ikeja	125,000
35.	Effective Communication & Presentation Skills Workshop	13-15 August	Ibis Hotel, Ikeja	155,000
36.	High-Impact Middle Management Program	15-17 August	Ibis Hotel, Ikeja	165,000
G	Materials Management, Purchasing, Project Management, Supply Chain & Related Programs			
37.	Materials And Supply Chain Management	23-25 July	Ibis Hotel, Ikeja	185,000
38.	Inventory Planning And Stock Control	24-26 July	Ibis Hotel, Ikeja	165,000
39.	Negotiation Strategies For Better Purchasing Value	25-27 July	Ibis Hotel, Ikeja	120,000
40.	Warehouse Operations And Management	30 July-1 Aug.	Ibis Hotel, Ikeja	155,000
41.	Contract Administration	1-3 August	Ibis Hotel, Ikeja	155,000
42.	Purchasing Management And Cost Saving Techniques	6-8 August	Ibis Hotel, Ikeja	155,000
43.	Fundamentals of Project Management (Project Mgt. Basics)	8-10 August	Ibis Hotel, Ikeja	175,000
44.	Maintenance Planning, Scheduling And Control	13-15 August	Ibis Hotel, Ikeja	175,000
45.	Logistics Management	15-17 August	Ibis Hotel, Ikeja	175,000
H	Sales, Marketing & Related Programs			
46.	Basics of Marketing – Motivating Customers to Buy	3-5 September	Ibis Hotel, Ikeja	155,000
47.	Sales & Selling Excellence Workshop	5-7 September	Ibis Hotel, Ikeja	175,000
48.	Marketing & Selling Strategically and Tactically	17-19 September	Ibis Hotel, Ikeja	155,000
49.	Selling Through Social Media-Tactics for Invisible Sales	20-21 September	Ibis Hotel, Ikeja	125,000
50.	Selling And Marketing Financial Services	8-10 October	Ibis Hotel, Ikeja	145,000



Tel: Bukola: 08061665383 | Chijoke: 07058823221 | Umar: 07038333497 | Joe: 08023183859 | Paul: 08033075133

E: visionandtalentltd@gmail.com E: learning@visionandtalent.com, www.visionandtalent.com.

*We may vary the arrangements for these programs as exigencies demand; however, all our clients will be kept in the loop.