

OVERSEAS COURSES

VENUE: 1. DUBAI

2. GHANA

S/ No	COURSE TITLE	DURA- TION	DATE 2010	FEE
MANAGEMENT COURSES				
1	Project management: Planning & Execution	2 WKS	Mar 15 -26 May 3 – 14 Sept 13 - 24	\$6, 300
2	Human Resource Management and Career Development	2 Weeks	Apr 12 -23 June 14 – 25 Oct 18- 29	\$6, 225
3	Senior Management Skills Development	2 Weeks	May 10 -21 Aug 2 – 13 Nov 8 - 19	\$6, 225
4	Effective Budgeting & Budgetary Control	2 Weeks	Apr 5 -16 Jun 14 – 25 Sep 6 - 17	\$6, 229
5	Budget Planning, Development & Presentation	2 Weeks	May 16 -26 July 5 – 16 Nov 8 - 19	\$6, 229
6	Maintenance Management Course	1 Week	April 26 - 30 July 26 – 30 Oct. 25 - 29	\$6, 799
7	Current Tax Reforms: Issues & Challenges	2 Weeks	May 17 -28 Aug 16 – 27 Nov 29 – Dec 10	\$6, 299
8	SMEs & Poverty Alleviation	2 Weeks	Apr 19 -30 July 12 – 23 Nov 15 - 26	\$6, 999
9	Civil Service Reforms Course	2 Weeks	May 10 -21 July 19 – 30 Oct 11 – 22	\$6, 000
10	Project Management for Professionals	1 Week	May 24 – 28 Oct 4 - 8	\$5, 300
11	Strategic Project Management: Achieving Organizational Goals	1 Weeks	Apr 26 -30 July 19 – 23 Nov 22 - 26	\$6, 300
12	Accounting & Financial Development for Executives & Non-Accountants	1 Week	May 10 -14 Sep 13 – 17 Dec 6 - 10	\$6, 225
13	Accounting, Auditing & Financial Management Workshop	2 Weeks	April 12 -23 July 19 – 30 Nov 15 – 26	\$6, 400
14	Managing Conflict in Organizations	1 Week	Apr 12 -16 June 7 – 11	\$6, 555

15	Health Management Information System For Senior Executives	2 Weeks	Mar 8 -19 May 17 – 28 Dec 6 – 17	\$6, 555
----	--	---------	--	----------

INFORMATION TECHNOLOGY COURSES

16	Information Technology Application In the Public Sector	2 Weeks	Apr 6 -16 Jun 14 – 25 Sep 6 - 17	\$7, 300
17	Advanced PC Configuration, Troubleshooting and Data Recovery	2 Weeks	May 17 -28 July 5 – 16 Nov 9 - 20	\$7, 299
	Electronic Tools for Effective Accounting & Audit Service Delivery	2 Weeks	April 12 -23 July 19 – 30 Nov 15 – 26	\$7, 250
18	Data and Information Management Skills for Librarians	2 Weeks	Mar 8 -19 June 7 – 18 Oct 11 – 22	\$7, 300
19	Making Better Business Decisions Using IT Tools	2 Weeks	May 17 -28 Aug 9 – 20 Nov 29 – Dec 10	\$7, 300
20	Web Design and Techniques	2 Weeks	Apr 12 -23 June 7 – 18 Sept 6 – 17	\$7, 299
21	Application Development and Tuning for Oracle Databases	2 Weeks	Apr 12 -23 June 7 – 18 Sept 6 – 17	\$7, 799
22	Computer Technology and Synchronized Multimedia Presentations	1 Week	July 5 -9 Sept 6 – 10	\$6, 499

TRANSPORT & MARITIME COURSES

23	Management of Maritime Security and Safety	2 Weeks	May 10 -21 July 12 – 23 Oct 11 – 22	\$7, 300
24	Principles and Practices of Cabotage	2 Weeks	April 12 -23 July 19 – 30 Nov 15 – 26	\$7, 325
25	Ports Operation & Management	2 Weeks	April 12 -23 July 19– 30 Nov 15 – 26	\$7, 299
26	Aviation Law & Regulation	1 Week	June 21 – 25 Aug 16 - 20	\$6, 700
27	Airports Operation & Management	1 Week	April 12 -16 July 12 – 16	\$6, 695

LEGAL COURSES

28	Handling Legal Matters In The Workplace For Legal Personnel and Administrative Officers	1 Week	June 21 – 25 Aug 16 – 20	\$6,500
19	Federal Civil Procedure Workshop	1 Week	Mar 15 -19 July 12 – 16	\$6,499
PETROLEUM & ENERGY SECTOR COURSES				
20	Issues In Financing Oil & Gas Projects	2 Weeks	April 12 -23 July 12 – 23 Oct 15 – 29	\$7,300
21	Power Sector Reforms: Challenges of Efficient Customer Service Delivery	2 Weeks	July 12 – 23 Oct 18- 29	\$7,300
22	Mining and Mineral Resources Development	2 Weeks	May 10 -21 Aug 2 – 13 Nov 8 – 19	\$7,300
23	Economies of Petroleum & Dynamics of Wealth Creation	2 Weeks	Mar 15 -26 May 3 - 14 Oct 4 – 15	\$7,300
HEALTH RELATED COURSES				
24	Research Methods for Health & Human Services	2 Weeks	Apr 12 -23 June 7 – 18 Sept 6 – 17	\$7,455
25	Info Management for the Health & Human Services	2 Weeks	Apr 12 -23 June 7 – 18 Sept 6 – 17	\$7,325
26	Medical Billing & Coding Technology	2 Weeks	April 12 -23 July 19– 30 Nov 15 – 26	\$7,299

TRAINING FORMAT:

Case Studies, Exemplary Models; Expert Presentations; Field/Site Visits, and Discussions with Civic, Government and Business Leaders

IMPORTANT:

- 1. Course Fee Includes Course Materials**
- 2. Airport Pickup/Drop-off and City Evening Outing.**
- 3. Snacks and Group Lunch**
- 4. A Computer Laptop is Part of the Course Material for Numbers 12 & 13**

Send your enquiries and completed registration form to:

Ayo Salam

Course Coordinator

COINMAC Int'l Limited

No 142 Fajuyi Road

P.O. Box 22474, UI

Ibadan, Oyo State

Tel. 02-8704968, 02-7514643

GSM: 08038437312, 08023262908

E-mail: training@coinmac.org, coinmac@consultant.com, coinmac_training@yahoo.com

Website: www.coinmac.org