

THE POLYTECHNIC, IBADAN, [POLY CONSULT]

IN COLLABORATION WITH GOINMAC INT'L LTD

CALENDAR OF TRAINING FOR 2007/2008

MANAGEMENT COURSES

	COURSE TITLE	DURATION	DATE 2007	DATE 2008	FEE
1	Implementing Transparency and preventing Fraud	2wks	17-18 Sept. 8-19 Oct. 3-14 Dec.	5-16 May, 14-25 July	69,500
2	Purchasing And Store Practice Course	2wks	8-19 Oct, 5-16 Nov.	5-16 May, 7-18 July	69,500
3	Human Resources Management and Career Development	2wks	8-19 Oct, 3-14 Dec.	5-16 May, 14-25 July	69,500
4	Enhancing the Training Officer's Role: Nurturing Training and Development Skills	1wk	15-19 Oct, 3-14 Dec	5-16 May, 14-25 July	59,500
5	Projects Management: Planning and Implementation	2wks	8-19 Oct, 3-14 Dec.	5-16 May, 14-25 July	79,500
6	Records and Information Management	2wks	17-28 Sept 8-19 Oct	12-23 May, 7-18 July	59,500
7	Strategic Financial Planning for Non-financial Officers	2wks	8-19 Oct, 3-14 Dec.	15-16 May, 14-25 July	69,500
8	Industrial Relations & Leadership Skill Development Workshop	1wk	17-28 Sept 15-19 Oct	19-30 May, 14-18 July	69,500
9	Strengthening the local Government: A Reform initiative	1wk	12-16 Nov, 27-31 Aug	5-9 May 7-11 July	49,500
10	Human Resources in Local Government	2wks	10-21 Sept 5-16 Nov	12-23 May 7-18 July	69,500
11	Effective Relations Workshop	1wk	17-28 Sept 5-9 Nov	12-16 May, 7-11 July	59,500
12	Media Public Affairs Workshop	1wk	17-21 Sept 10-14 Dec	5-9 May, 14-18 July	59,500
13	Management Skills for Secretaries and Personal Advisers (Pa's)	2wks	10-21 Sept, 15-26 Oct	12-23 May, 8-19 July	69,500
14	Effective Budgeting and Operational Cost Control	1wk	17-21 Sept 10-14 Dec	19-30 May, 15-19 July	49,500
15	Internal Audit Workshop	1wk	17-21 Sept 10-14 Dec	5-9 May, 7-11 July	49,500
16	Managing Contracts course	1wk	17-28 Sept, 5-9 Nov	12-16 May, 14-18 July	49,500
17	Public Finance Management Workshop	1wk	10-21 Sept 12-16 Nov	5-9 May, 7-11 July	49,500
INFORMATION TECHNOLOGY COURSE					
18	Information Technology (IT) Awareness For Productivity Improvement	2wks	10-21 Sept, 3-14 Dec	12-23 May, 14-25 July	59,500
19	C++ Development Techniques	2wks	17-28 Sept 19-30 Nov	12-23 May, 7-18 July	79,500
20	Programming Microsoft Access and Hands-on	2wks	17-28 Sept 19-30 Nov	12-23 May, 7-18 July	69,500
21	Building an E-Commerce Website: Hands-on	2wks	19-30 Nov 3-14 Dec	5-16 May, 14-25 July	79,500
22	Computer based Presentation techniques	2wks	17-28 Sept, 19-30 Nov	12-23 May 7-18 July	59,500
23	Information Technology and Office Management Course	2wks	15-26 Oct, 3-14 Dec	12-23 May, 14-25 July	69,500
24	Computer Technology in Accounting and Audit Practice	2wks	19-30 Nov 17-28 Sept,	5-16 May, 7-18 July	69,500
25	PC Support Engineering	2wks	29-31 Oct, 3-14 Dec.	12-23 May, 14-25 July	79,500
26	Computer Aided Engineering Drawing	2wks	15-26 Oct 10-20 Nov	12-25 May, 14-25 July	89,500
BANKING AND FINANCIAL SECTOR					
27	School of International Capital Markets	1wk	15-19 Oct 12-16 Nov	5-9 May, 14-18 July	69,500
28	Integrated Market and Credit Risk	3days	15-19 Oct, 4-6 Dec	12-14 May, 7-11 July	59,500
29	Loan Documentation Workshop	3days	3-5 Sept 19-21 Nov	19-30 May, 14-16 July	59,500
30	Legal Aspects of Project Finance	3days	29-31 Oct, 4-6 Dec	12-14 May, 7-9 July	59,500
31	Intensive Course on Bond Fixed Income	1wk	15-19 Oct, 10-14 Dec	19-16 May 14-18	59,500
TAX COURSES					
32	Tax and Social Security	1wk	8-12 Oct, 10-14 Dec	5-9 May, 14-18 July	49,500



33	Taxation Seminar: Current issued in Tax Law, Policy and Practice.	1wk	15-19 Oct, 10-14 Dec	12-23 May, 7-11 July	49,500
34	Tax Administration and Revenue Building	1wk	17-21 Sept 10-14 Dec	19-16 May 14-18	49,500
PHYSICAL PLANING COURSE					
35	Establishment and Management of Land and Geographic Information System (GIS/LRIS)	2wks	13-24 Aug, 8-19 Oct	12-23 May, 14-25 July	99,500
36	Skill Upgrading and Policy Awareness Course for Town Planning Technical, Building Inspectors and Surveying Assistants	2wks	10-21 Sept. 5-16 Nov	5-16 May, 7-18 July	59,500
37	Techniques of Environmental Assessment (EIA) and Preparation of Environmental Impacts statements	2wks	6-17 Aug, 15-26 Oct	12-23 May, 14 25 July	79,500
38	Preparation of Physical Development plants for Urban And Rural	1wk	10-14 Sept.	12-23 May, 14-25 July	69,500
ENGINEERING AND TELECOMMUNICATION COURSES					
39	Effective driving course to drivers	2wks	3-14 Sept 5-16 Nov	12-23 May, 14-25 July	39,500
40	Telecommunication Equipment maintenance and management	2wks	20-31 Aug 15-26 Oct, 19-30 Nov	5-16 May, 7-18 July	99,500 99,500
41	Telecommunication Workshop: Voice/ data/ Video Courage	2wks	3-14 Sept 3-14 Dec	5-16 May, 14, 7-18 July	99,500
42	Electrical Generator Maintenance	2wks	17-29 Sept 19-30 Nov	12-23 May, 14-25 July	79,500
43	Electrical Maintenance2wks	2wks	20-31 Aug 5-16 Nov	5-16 May, 7-18 July	79,500
44	Road maintenance management	2wks	17-28 Sept, 19-30 Nov	2-23 May, 14-25 July	89,500

