

## Just-in-Time Training

March–December 2019

# Shift to training and research solutions made to measure.

Partner with **Enterprises University of Pretoria** to make the shift towards integrated training, research and advisory services by collaborating with world-class experts to create all-inclusive corporate solutions.

#maketheshift #trainingsolutions #skillsdevelopment #madetomeasure

*Dates listed indicate course start dates.*

<b>Agriculture and Food Security</b>					
27 May	Agricultural Leadership Development Programme	CPD	12 Aug	Modelling and Simulation of Wastewater Treatment Processes	CPD
<b>Built Environment and Construction</b>					
11 Mar	Comprehensive Project Management Programme for Built Environment Practitioners (CPMP)	CPD	25 Mar   1 Jul	Advanced Course in Water Treatment Processes	CPD
11 Mar	Human Resources, Communication and Scope Management in Projects	CPD	26 Mar	Introductory Course in Remote Sensing: Physical Principles and Digital Image Processing	CPD
6 May	Project Estimating and Procurement	CPD	8 Apr	Environmental Management and Regulation	CPD
12 Aug	Advanced Course in Construction Contracts	CPD	20 May	Applied Geographical Information Systems	CPD
19 Aug	Construction Contracts	CPD	29 May	Basic Course in Geographic Information Systems	CPD
7 Oct	Project Quality, Risk and Time Management	CPD	1 Jul   14 Oct	Water Quality Management and Effluent Treatment	CPD
<b>Business Management and Entrepreneurship</b>			24 Jun   2 Dec	Operation of Water and Wastewater Treatment Plants	CPD
4 Mar	Certified Rescue Analyst Programme		10 Jul	GIS Professional Practice	CPD
11 Mar	Business Rescue Decision Making		18 Nov	Water Analysis and Monitoring	CPD
25 Mar   3 Jun	Effective Risk Management		<b>Financial Management and Taxation</b>		
1 Apr   10 Jun	Process Management for Business Operations		4 Mar   29 Jul	Cost and Management Accounting	
8 Apr   2 Sep	Business Management		4 Mar	Preparation for the International CFE Examination	
8 Apr	Contract Management		11 Mar	GRAP/IPSAS Financial Reporting	
24 Apr	Programme in Office Management for Administrators and Executive Assistants		11 Mar	How to Read, Understand and Analyse GRAP Annual Financial Statements	
6 May   3 Jul	Process Modelling for Business Operations		25 Mar	Asset Management and GRAP Asset Accounting	
<b>Education and Teacher Development</b>			8 Apr	How to Prepare GRAP AFS and Manage the Audit Process and Improvement	
1 Jun   3 Aug	School Readiness Assessment	CPD	8 Apr   22 Jul	Investigation and Management of Cyber and Electronic Crime	
23 Jul	Statistics in Education for Teachers (Statistical Package for Social Sciences)		6 May   30 Sep	Fraud Risk Management	
1 Aug	PCEL Module 10: Capstone	CPD	27 May   18 Nov	Financial Management for Non-Financial Managers	
<b>Engineering and Technology Management</b>			17 Jun	Investigation of Financial Crime	
4 Mar	Programme in Asset and Maintenance Management	CPD	1 Jul	Law for Commercial Forensic Practitioners	
4 Mar	Programme in Maintenance Management	CPD	1 Jul	Performance Auditing	
5 Mar	Management of Continuously Welded Rails	CPD	8 Jul	Internal Auditing	
6 May	Programme in Engineering Management (PEM)	CPD	29 Jul	Money Laundering Investigation and Detection	
6 May   14 Oct	Rolling Stock Technology	CPD	2 Sep	Computable General Equilibrium Modelling	
20 May   18 Nov	Railway Infrastructure Maintenance Management	CPD	9 Sep	Economic Crime Schemes	
15 Jul	Transnet Freight Rail Operations	CPD	28 Oct	Basic Course in Financial Investigation	
29 Jul	Railway Technology for Executives	CPD			
31 Jul	Technical Writing and Presentation Skills				

*Shifting knowledge to insight*



# Just-in-Time Training

## General Management and Leadership Development

4 Mar   20 May	Effective Stakeholder Management
4 Mar	Management Development Programme (MDP)
11 Mar   20 May	Negotiation Skills
10 Apr	Supervisory Management Skills
24 Apr   19 Jun	Total Quality Management
6 May	Outcomes-Based Monitoring and Evaluation Implementation
23 May   7 Nov	Reputation Management: The Building Blocks to Take Your Reputation to the Next Level
27 May   11 Nov	Strategic Management Principles
30 May   31 Oct	Soft Skills for First-Line Managers
5 Jun	Vision Board Workshop for Personal Development and Growth
29 Jul	Enhanced Grow Coaching

## Health and Health Care

7 Mar	Research Ethics
9 Mar	Mammography Training Course
27 May	Occupational Hygiene Legal Knowledge
8 Jul	Expanded Functions for Oral Hygienists (2000 Scope)
15 Jul	Expanded Functions for Oral Hygienists (2013 Scope)
19 Aug	Programme in the Monitoring and Evaluation of General Health Programmes

## Human Capital Management

25 Mar	Labour Relations Management Practice
22 Apr	Advanced Course in the Management of Performance and Discipline
13 May	Labour Relations
8 Jul	Advanced Course in Union Rights and Negotiations
26 Aug	Labour Dispute Resolution for Labour Relation Practitioners

## Information and Communication Technology

27 Mar	Cybersecurity
8 Apr	Information Technology Management Programme
29 Apr	Programme in Business Analysis
28 May	Analytical and Systems Thinking Skills

## Law and Human Rights

11 Mar	Environmental Law
3 Sep	Introduction to African Customary Law

## Marketing, Communication and Languages

7 Mar	Japanese Language Course (Part 1)
25 Mar   29 Jul	Customer Service Excellence
6 May	Customer, Service and Media Management Development Programme
6 May	SMME and Entrepreneurial Marketing Development Programme
7 May	Introductory Course in Marketing Management
3 Jun   21 Oct	Introduction to Public Relations
6 Jun   11 Nov	Presentation Skills for the Workplace
10 Jun   11 Nov	Professionalism and Communication Etiquette
15 Jul	Afrikaans Language Course for Beginners
15 Jul	Customer Complaint Management
16 Jul	Relationship Marketing: Building Strong Relationships with Customers
29 Aug	Advanced Course in Events Management
15 Oct	Compiling a Marketing Plan

23 Oct	Professional Communication at Work
30 Oct	All About Meetings

## Project and Risk Management

8 Apr	Advanced Programme in Project Management (APPM)	CPD
8 Apr	Certified Associate in Project Management (CAPM®) Preparatory Workshop	CPD
8 Apr	Project Management Principles and Practices in Organisations	CPD

## Property, Retail and Facilities Management

2 Mar	Advanced Course in Shopping Centre Leadership (ACSL)	CPD
2 Mar	Programme for the Commercial Property Practitioner (CCPP)	CPD
8 Sep	Shopping Centre Management (CSCM)	CPD

## Public Administration and Management

4 Mar   9 Sep	Municipal Public Accounts Committee Training Course (MPAC)
5 Mar	Public Policy, Problem Solving and Analysis for Public Sector Managers
12 Mar	Knowledge and Information Management for Public Sector Managers
25 Mar	Public Financial Management for Non-Financial Managers
28 Mar	Executive Leadership Municipal Development Programme (ELMDP)
28 Mar	Municipal Management Development Programme (MMDP)
8 May   10 Jul	PFMA Supply Chain Management Bid Committees

## Social and Religious Studies

4 Mar	Radio Ministry
1 Apr	Narrative Group Counselling
30 Apr	Political Theology
15 Jul	Peace Building and Conflict Resolution
18 Sep	Trauma Counselling

## Supply Chain Management and Logistics

4 Mar   27 May	Hands-on Supply Chain Management
15 Apr   10 Jun	Fleet Management
13 May	Programme in Supply Chain Management for Junior Practitioners
15 May	Demand Management in the Public Sector
24 Jun	Advanced Programme in Supply Chain Management for Senior Practitioners

## Online courses

📺 4 Mar	Higher Exercise and Nutrition Science
📺 4 Mar	Project Risk Management
📺 4 Mar	Introduction to Project Management
📺 25 Mar	Higher Neuroscience Coaching
📺 4 Mar   29 Jul	Cost and Management Accounting

For more online courses and online CPD activities, visit [www.enterprises.up.ac.za/pods](http://www.enterprises.up.ac.za/pods)

CPD = Continuing Professional Development points  
 📺 = Online course/Also available online



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