

Just-in-Time Training

Upcoming Courses | Corporate Solutions | CPD Courses | Professional Online Development (PODs)

2017



Shift to skills development training made to measure.

Partner with the leading hub in the shift towards innovative training solutions by collaborating with world-class experts from the University of Pretoria and upskill with the latest training programmes and short courses for your skills development needs. **Book your seat today.**

Dates listed indicate course start dates.

Built Environment, Property, Urban and Regional Planning

8 May Project Estimating and Procurement CPD
 14 Aug Advanced Course in Construction Contracts CPD
 21 Aug Construction Contracts CPD

Business Management and Entrepreneurship

3 Apr Business Management
 3 Apr | 12 Jun Business Process Management
 16 May Business Rescue Decision Making
 19 Jun | 28 Aug Effective Risk Management
 19 Jun Certified Rescue Analyst Programme
 19 Jul Programme in Office Management and Secretarial Development

Education and Teacher Development

13 May School Readiness Assessment

Environmental and Natural Science

2 May Environmental Management and Regulation CPD
 19 Jun Operation of Water and Wastewater Treatment Plants CPD
 11 Jul GIS Professional Practice
 27 Jul Renewable Energy: Distributed Generation
 15 Aug Modelling and Simulation of Wastewater Treatment Processes

Financial Science and Economics

3 Apr | 24 Jul Investigation and Management of Cyber and Electronic Crime
 4 May Audit Readiness – Reporting on Predetermined Objectives
 8 May Computable General Equilibrium Modelling
 8 May Fraud Risk Management
 22 May | 21 Aug Financial Management for Non-Financial Managers (CPD)
 29 May Time Series Econometrics for the Practitioner
 30 May Governance of Corruption and Fraud Auditing
 1 Jun Ethics in Business and in Professions

5 Jun

19 Jun Advanced Time Series Econometrics
 19 Jun Investigation of Financial Crime
 26 Jun Econometric Analysis of Panel Data
 26 Jun Economic Indicators: Monitoring the South Africa Economy
 3 Jul Internal Auditing
 10 Jul Law for Commercial Forensic Practitioners
 31 Jul Performance Auditing
 28 Aug Money Laundering Investigation and Detection
 Prevention and Detection of Procurement and Contract Fraud

General Management and Responsible Leadership

22 May Contract Management
 24 May | 26 Jul Total Quality Management
 8 May | 3 Jul Outcomes-based Monitoring and Evaluation Implementation
 29 May The Whole Brain® Manager
 5 Jun Management Development Programme
 5 Apr | 7 Jun Supervisory Management Skills
 12 Jun | 14 Aug Effective Stakeholder Management
 12 Jun Strategic Management Principles
 3 Jul Negotiation Skills

Human Resources Development and Labour Relations

5 Apr Employee Wellness (Pretoria)
 5 Apr Programme in Human Resources Management
 24 Apr Managing Performance, Discipline and Dismissal (Advanced)
 8 May Human Resources Management
 8 May Labour Relations
 10 May Advanced Course in Employee Assistance Programmes (Pretoria)
 22 May Combining the Maree Career Matrix and the Career Interest Profile in Career Counselling
 23 May Career Construction Counselling Using Early Recollections
 4 Jul Employee Assistance Programmes (Pretoria)
 24 Jul Union Rights and Negotiation (Advanced)
 21 Aug Labour Dispute Resolution for Labour Relation Practitioners

Shifting knowledge to insight

[NEXT PAGE](#)



Just-in-Time Training

Upcoming Courses | Corporate Solutions | CPD Courses | Professional Online Development (PODs)

Information and Communication Technology

29 Jun 10 Aug	Copy Editing for Electronic Publications	
24 Apr 14 Aug	Programme in Business Analysis	
8 May	Information Security Management	
20 May 26 Aug	Basic Course in Computer Literacy	
20 May 26 Aug	Advanced Course in Computer Training	
22 May	Introduction to Data Mining	
5 Jun	Business and Systems Analysis	
5 Jun	Digital Forensics and Investigations	
26 Jun	Advanced Course in Business Analysis	
26 Jul	Cloud Computing Auditing (CCA) Training Course	
4 Aug	Virtual Currencies (Bitcoin)	
14 Aug	Information Technology Management Programme	
17 Aug	Writing a PhD Research Proposal in IS	

Law and Human Rights

8 May	National Credit Regulator (NCR) Debt Counselling Training Course	
25 May	Disciplinary Enquiries at the Workplace	
11 Jul	Programme in Local Government Law and Municipal Administration	
11 Jul	Programme in Legislative Drafting	
26 Jul	Programme in Competition Law	
1 Aug	Advanced Course in Insolvency Litigation and Administration Practice	
21 Aug	Environmental Law	

Marketing, Communication and Customer Relations

10 Apr 22 Jun	Report Writing	
19 Apr 28 Jun	Customer Experience Practice	
25 May	Thesis and Dissertation Workshop	CPD
29 May	Introduction to Marketing Management	
29 May	Relationship Marketing: Building Strong Relationships with Customers	
30 May	Customer Complaint Management	
31 May	Advanced Course in Marketing Management	
31 May	Compiling a Marketing Plan	
5 Jun	Practical Guide to Successfully Collect and Analyse (Usable) Data	
5 Jun	Practically Performing Primary Marketing Research	
6 Jun	Customer Experience Management	
19 Jun	Business Writing	
24 Jul	Customer Service Excellence	

Project and Risk Management

10 Apr	Project Management Professional (PMP) Exam Preparation Workshop	CPD
8 May	Programme in Project Management (PPM)	CPD
19 May	Programme in Project Management (Weekend offering)	CPD
22 May	Advanced Programme in Project Management (APPM)	CPD
26 Jun	Project Management Principles and Practices with MS Project	CPD
26 Jun	Certified Associate in Project Management (CAPM®) Preparatory Workshop	CPD

Public Service and Administration

6 Apr	Executive Leadership Municipal Development Programme (ELMDP)	
10 Apr	Public Financial Management (PFMA)	

Science Engineering and Technology

3 Apr	Introduction to Multidisciplinary Concepts in Railway Engineering	CPD
20 Apr	Mechanical Metallurgy	
8 May	Programme in Engineering Management	CPD
12 May	Programme in Tunnel Engineering	CPD
22 May	Introduction to Air Quality Management	
29 May	Open Pit Mine Planning and Design	
19 Jun	Power System Protection	
19 Jun	Track Geotechnology (TGEO)	CPD
26 Jun	Generator Technology	
7 Jul	Technical Writing and Presentation Skills in Railway Engineering	
15 Aug	Railway Asset Management	CPD
28 Aug	Railway Safety Investigation	CPD

Supply Chain Management and Logistics

10 Apr 26 Jun	Fleet Management	
8 May	Programme in Supply Chain Management for Junior Practitioners	
10 May	PFMA Supply Chain Management Bid Adjudication Committees Course	
15 May	Executive Programme in Supply Chain Management for Master Practitioners	
29 May	Advanced Programme in Supply Chain Management for Senior Practitioners	
19 Jun	Hands-on Supply Chain Management	

Veterinary Science and Animal Health

19 Apr	Introduction to Artificial Insemination in Cattle	
--------	---	--

Online courses

🔗	Biblical Counselling for Beginners Bybelse Berading vir Beginners	
🔗	Financial Management for Non-Financial Managers	
🔗	Food Microbiology	
🔗	Higher Exercise Science and Personal Training	
🔗	Introduction to Neuroscience Coaching	
🔗	Non-Radiological Diagnostic Imaging of the Horse	
🔗	Programme in Local Government Law and Municipal Administration	
🔗	Programme in Legislative Drafting	
🔗	Project Risk Management	CPD
🔗	Radiology of the Horse	
🔗	Social Responsibility and Community Management in the Mineral Resources Sector	
🔗	Tax Professional Preparation Course	

For more online courses and online CPD activities, visit www.enterprises.up.ac.za/pods



CPD = Continuing Professional Development points

🔗 = Online course/Also available as an online course

SMS the keyword ENTERPRISES followed by JIT, your name, email and course you are interested in to 43366 for more information or to receive a copy of this list.

Shifting knowledge to insight

www.enterprises.up.ac.za

+27 (0)12 434 2500 | +27 (0)12 434 2505 | info@enterprises.up.ac.za | Private Bag X41, Hatfield, 0028

For quotations on in-house training, email quote@enterprises.up.ac.za