

# Innovative Management & Professional Training



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## BUSINESS & COMPUTER SKILLS *Training Seminars & Workshops* Nov. – Dec. 2018



**Register now to secure your place in our upcoming workshops!!**  
**Contact us for details.**

WORKSHOP TITLES	COST	TIME	DATE
Introduction to EXCEL	\$225	9 - 4	Nov. 5
Developing Team Leaders	\$225	9 - 4	Nov. 7
Intermediate EXCEL	\$225	9 - 4	Nov. 8
Advanced EXCEL	\$225	9 - 4	Nov. 14
Advanced Supervisory Management	\$225	9 - 4	Nov. 21
<b>EVENING SESSIONS</b>			
CBP Leadership <i>(A 6-week program)</i>	\$500	<i>Mons.. @ 6:30 – 8:30 pm</i>	<i>Nov. 5 – Dec. 17</i>
Business English <i>(A 6-week program)</i>	\$400	<i>Wed. @ 5:30 – 7:30 pm</i>	<i>Nov. 7 – Dec. 12</i>
<b><i>Training sessions are held @ Unit 201 Alissta Towers.</i></b>			

**INVEST IN YOUR PROFESSIONAL DEVELOPMENT**

CALL US TODAY @ 943-4678