

TIMELINE GLOBAL LINK CONSULTING

1ST - 4TH QUARTER 2023 TRAINING CALENDAR



S/N	PROGRAMME	DURATION	1 ST QUARTER			2 ND QUARTER			3 RD QUARTER			4 TH QUARTER			FEE	
			JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NAIRA	USD
1	Enterprise Risk Management	5 days	9-13	6-10	6-10	3-7	1-5	5-9	3-7	7-11	4-8	2-6	6-10	4-8	200,000.00	750.00
2	Business Leadership Skills Course –Becoming Management Material	5 days	16-20	13-17	13-17	10-14	8-12	12-16	10-14	14-18	11-15	9-13	13-17	11-15	200,000.00	750.00
3	Top notch accounting skills for accounting officers Course	5 days	23-27	20-24	20-24	17-21	15-19	19-23	17-21	21-25	18-22	16-20	20-24	18-22	200,000.00	750.00
4	Coaching and Mentoring course	5 days	30-3 rd	27-3 rd MAR	27-31	24-28	22-26	26-30	24-28	28-1 ST SEPT EM BER	25-29	23-27	27-1 ST DEC	4-8	200,000.00	750.00
5	Top-Notch Customer Service Training	5 days	9-13	6-10	6-10	3-7	29-2 ND JUNE	5-9	3-7	7-11	4-8	30-3 RD NOV	6-10	11-15	200,000.00	750.00
6	Cooperative Society Management for success	5 days	16-20	13-17	13-17	10-14	1-5	12-16	10-14	14-18	11-15	2-6	13-17	18-22	200,000.00	750.00
7	Human Resources Training	5 days	23-27	20-24	20-24	17-21	8-12	19-23	17-21	21-25	18-22	9-13	20-24	4-8	200,000.00	750.00
8	Time Management	5 days	30-3	27-3 rd MAR	27-31	24-28	15-19	26-30	24-28	28-1 ST SEPT EM BER	25-29	16-20	27-1 ST DEC	11-15	200,000.00	750.00
9	Logistics and Supply Chain Management	5 days	9-13	6-10	6-10	3-7	22-26	5-9	3-7	7-11	4-8	23-27	6-10	18-22	200,000.00	750.00
10	Anger Management	5 days	16-20	13-17	13-17	10-14	29-2 ND JUNE	12-16	10-14	14-18	11-15	30-3 RD NOV	13-17	4-8	200,000.00	750.00
11	Administrative officer's essentials course	5 days	23-27	20-24	20-24	17-21	1-5	19-23	17-21	21-25	18-22	2-6	20-24	11-15	200,000.00	750.00
12	Tax Management for Organizations	5 days	30-3	27-3 rd MAR	27-31	24-28	8-12	26-30	24-28	28-1 ST SEPT EM BER	25-29	9-13	27-1 ST DEC	18-22	200,000.00	750.00
13	Quality Assurance and Quality Control essentials course	5 days	9-13	6-10	6-10	3-7	15-19	5-9	3-7	7-11	4-8	16-20	6-10	4-8	200,000.00	750.00
14	Corporate Governance Essentials Course	5 days	16-20	13-17	13-17	10-14	22-26	12-16	10-14	14-18	11-15	23-27	13-17	11-15	400,000.00	1,200.00
15	Insurance Marketing	5 days	23-27	20-24	20-24	17-21	29-2 ND JUNE	19-23	17-21	21-25	18-22	30-3 RD NOV	20-24	18-22	200,000.00	750.00
16	Basic Bookkeeping Accounting Course	5 days	9-13	27-3 rd MAR	27-31	24-28	1-5	26-30	24-28	28-1 ST SEPT EM BER	25-29	2-6	27-1 ST DEC	4-8	200,000.00	750.00
17	Project Management Fundamentals	5 days	16-20	6-10	6-10	3-7	8-12	5-9	3-7	7-11	4-8	9-13	6-10	11-15	200,000.00	750.00
18	Internal Audit for Results	5 days	23-27	13-17	13-17	10-14	15-19	12-16	10-14	14-18	11-15	16-20	13-17	18-22	200,000.00	750.00
19	Purchasing and Procurement Management Course	5 days	30-3 rd	20-24	20-24	17-21	22-26	19-23	17-21	21-25	18-22	23-27	20-24	4-8	200,000.00	750.00
20	Planning Communication and Media Management Strategies	5 days	9-13	27-3 rd MAR	27-31	24-28	29-2 ND JUNE	26-30	24-28	28-1 ST SEPT EM BER	25-29	30-3 RD NOV	27-1 ST DEC	11-15	200,000.00	750.00
21	Account Payable, Account Receivable and Debt recovery management course.	5 days	16-20	6-10	6-10	3-7	1-5	5-9	3-7	7-11	4-8	2-6	6-10	18-22	200,000.00	750.00
22	Essentials of Community Based Project Management for Success	5 days	23-27	13-17	13-17	10-14	8-12	12-16	10-14	14-18	11-15	9-13	13-17	4-8	200,000.00	750.00
23	Managing Operational Risk in Organizations.	5 days	30-3 rd	20-24	20-24	17-21	15-19	19-23	17-21	21-25	18-22	16-20	20-24	11-15	240,000.00	800.00
24	Health and Safety Management in Workplace	5 days	9-13	27-3 rd MAR	27-31	24-28	22-26	26-30	24-28	28-1 ST SEPT EM BER	25-29	23-27	27-1 ST DEC	18-22	200,000.00	750.00
25	Public – Private- Partnership (PPP)that works	5 days	16-20	6-10	6-10	3-7	29-2 ND JUNE	5-9	3-7	7-11	4-8	30-3 RD NOV	6-10	4-8	250,000.00	850.00
26	Forensic audit, fraud detection and investigation techniques	5 days	23-27	13-17	13-17	10-14	1-5	12-16	10-14	14-18	11-15	2-6	13-17	11-15	200,000.00	750.00
27	Top Notch facilities management training	5 days	30-3 rd	20-24	20-24	17-21	8-12	19-23	17-21	21-25	18-22	9-13	20-24	18-22	200,000.00	750.00
28	Executive and personal Assistants Development course	5 days	9-13	27-3 rd MAR	27-31	24-28	15-19	26-30	24-28	28-1 ST SEPT EM BER	25-29	16-20	27-1 ST DEC	4-8	200,000.00	750.00
29	Budget Preparation, Implementation and monitoring course	5 days	16-20	6-10	6-10	3-7	22-26	5-9	3-7	7-11	4-8	23-27	6-10	11-15	200,000.00	750.00
30	Writing professionally in the work place course	5 days	23-27	13-17	13-17	10-14	29-2 ND JUNE	12-16	10-14	14-18	11-15	30-3 RD NOV	13-17	18-22	200,000.00	750.00

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			JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	NAIRA	USD
31	International Financial Reporting Standards (IFRS) training	5 days	30-3 rd	20-24	20-24	17-21	1-5	19-23	17-21	21-25	18-22	2-6	20-24	4-8	200,000.00	750.00
32	International Public Accounting Standards (IPSAS) Training	5 days	9-13	27-3 rd MAR	27-31	24-28	8-12	26-30	24-28	28-1 ST SEPT EM BER	25-29	9-13	27-1 ST DEC	11-15	200,000.00	750.00
33	Driver training and Development Course	5 days	16-20	6-10	6-10	3-7	15-19	5-9	3-7	7-11	4-8	16-20	6-10	18-22	200,000.00	750.00
34	Security Guard training and development t course	5 days	23-27	13-17	13-17	10-14	22-26	12-16	10-14	14-18	11-15	23-27	13-17	4-8	200,000.00	750.00
35	Office Management Training	5 days	30-3 rd	20-24	20-24	17-21	29-2 ND JUNE	19-23	17-21	21-25	18-22	30-3 RD NOV	20-24	11-15	200,000.00	750.00
36	Digital Marketing Course	5 days	9-13	27-3 rd MAR	27-31	24-28	1-5	26-30	24-28	28-1 ST SEPT EM BER	25-29	2-6	27-1 ST DEC	18-22	200,000.00	750.00
37	Meeting Management Course	5 days	16-20	6-10	6-10	3-7	8-12	5-9	3-7	7-11	4-8	9-13	6-10	4-8	200,000.00	750.00
38	Strategic Direction and Leadership Course	5 days	23-27	13-17	13-17	10-14	15-19	12-16	10-14	14-18	11-15	16-20	13-17	11-15	200,000.00	750.00
39	Top Notch Selling Skills Training	5 days	30-3 rd	20-24	20-24	17-21	22-26	19-23	17-21	21-25	18-22	23-27	20-24	18-22	200,000.00	750.00
40	Managing Emotional Intelligence in the Work Place	5 days	9-13	27-3 rd MAR	27-31	24-28	29-2 ND JUNE	26-30	24-28	28-1 ST SEPT M BER	25-29	30-3 RD NOV	27-1 ST DEC	4-8	200,000.00	750.00
41	Equipment Calibration Management Course	5 days	16-20	6-10	6-10	3-7	1-5	5-9	3-7	7-11	4-8	2-6	6-10	11-15	200,000.00	750.00
42	Advanced Accounting Course for Managers	5 days	23-27	13-17	13-17	10-14	8-12	12-16	10-14	14-18	11-15	9-13	13-17	18-22	250,000.00	850.00
43	Comprehensive Accounting Course	5 days	30-3 rd	20-24	20-24	17-21	15-19	19-23	17-21	21-25	18-22	16-20	20-24	4-8	200,000.00	750.00
44	Public Relations Management Course	5 days	9-13	27-3 rd MAR	27-31	24-28	22-26	26-30	24-28	28-1 ST SEPT EM BER	25-29	23-27	27-1 ST DEC	11-15	200,000.00	750.00
45	Store and Warehouse Management Course	5 days	16-20	6-10	6-10	3-7	29-2 ND JUNE	5-9	3-7	7-11	4-8	30-3 RD NOV	6-10	18-22	200,000.00	750.00
46	Managing Board Meeting for Results	5 days	23-27	13-17	13-17	10-14	1-5	12-16	10-14	14-18	11-15	2-6	13-17	4-8	500,000.00	1,500.00
47	The Practical Trainer Course	5 days	30-3 rd	20-24	20-24	17-21	8-12	19-23	17-21	21-25	18-22	9-13	20-24	11-15	200,000.00	750.00
48	Retirement Planning from the WorkPlace Course	5 days	9-13	27-3 rd MAR	27-31	24-28	15-19	26-30	24-28	28-1 ST SEPT EM BER	25-29	16-20	27-1 ST DEC	18-22	200,000.00	750.00
49	Learning How to Play Office Politics Course Optimally	5 days	16-20	6-10	6-10	3-7	22-26	5-9	3-7	7-11	4-8	23-27	6-10	4-8	200,000.00	750.00
50	Front Desk Officers Training	5days	23-27	13-17	13-17	10-14	29-2 ND JUNE	12-16	10-14	14-18	11-15	30-3 RD NOV	13-17	11-15	200,000.00	750.00
51	Production and Maintenance Course	5 days	30-3 rd	20-24	20-24	17-21	1-5	19-23	17-21	21-25	18-22	2-6	20-24	18-22	200,000.00	750.00
52	Employee Compensation Management	5 days	9-13	27-3 rd MAR	27-31	24-28	8-12	26-30	24-28	28-1 ST SEPT EM BER	25-29	9-13	27-1 ST DEC	4-8	200,000.00	750.00
53	Fleet Management	5 days	16-20	6-10	6-10	3-7	15-19	5-9	3-7	7-11	4-8	16-20	6-10	11-15	200,000.00	750.00
54	Team Building and Team Effectiveness	5 days	23-27	13-17	13-17	10-14	22-26	12-16	10-14	14-18	11-15	23-27	13-17	18-22	200,000.00	750.00
55	School Management	5 days	30-3 rd	20-24	20-24	17-21	29-2 ND JUNE	19-23	17-21	21-25	18-22	30-3 RD NOV	20-24	4-8	200,000.00	750.00
56	HR Metrics and Analytics	5 days	9-13	27-3 rd MAR	27-31	24-28	1-5	26-30	24-28	28-1 ST SEPT EM BER	25-29	2-6	27-1 ST DEC	11-15	200,000.00	750.00
57	Facility Management Course	5 days	16-20	6-10	6-10	3-7	8-12	5-9	3-7	7-11	4-8	9-13	6-10	18-22	200,000.00	750.00
58	Change Management in the Workplace Course	5 days	23-27	13-17	13-17	10-14	15-19	12-16	10-14	14-18	11-15	16-20	13-17	4-8	200,000.00	750.00
59	Business Analytics Using Excel	5 days	30-3 rd	20-24	20-24	17-21	22-26	19-23	17-21	21-25	18-22	23-27	20-24	11-15	200,000.00	750.00
60	Effective Communication In The Workplace	5 days	9-13	27-3 rd MAR	27-31	24-28	29-2 ND JUNE	26-30	24-28	28-1 ST SEPT EM BER	25-29	30-3 RD NOV	27-1 ST DEC	18-22	200,000.00	750.00
61	How to Conduct a Reliable and Successful research	5 days	16-20	6-10	6-10	3-7	1-5	5-9	3-7	7-11	4-8	2-6	6-10	4-8	200,000.00	750.00
62	Managing Your Boss	5 days	23-27	13-17	13-17	10-14	8-12	12-16	10-14	14-18	11-15	9-13	13-17	11-15	200,000.00	750.00
63	Tax Audit and Investigation Course	5 days	30-3 rd	20-24	20-24	17-21	15-19	19-23	17-21	21-25	18-22	16-20	20-24	18-22	200,000.00	750.00
64	Measurement and Evaluation in Project Management Course	5 days	9-13	27-3 rd MAR	27-31	24-28	22-26	26-30	24-28	28-1 ST SEPT EM BER	25-29	23-27	27-1 ST DEC	4-8	200,000.00	750.00
65	Business Planning writing for success	5 days	16-20	6-10	6-10	3-7	29-2 ND JUNE	5-9	3-7	7-11	4-8	30-3 RD NOV	6-10	11-15	200,000.00	750.00
66	Basic Training in Soft and Hard Skills, Accounting, Human Resources, Marketing and Managerial Skills	5 days	23-27	13-17	13-17	10-14	1-5	12-16	10-14	14-18	11-15	2-6	13-17	18-22	200,000.00	750.00
67	Improving Attitudes of Office Assistants in the Workplace Course	5 days	30-3 rd	20-24	20-24	17-21	8-12	19-23	17-21	21-25	18-22	9-13	20-24	4-8	200,000.00	750.00
68	Improving Behavioral Attitudes of Internal Auditors	5 days	9-13	27-3 rd MAR	27-31	24-28	15-19	26-30	24-28	28-1 ST SEPT EM BER	25-29	16-20	27-1 ST DEC	11-15	200,000.00	750.00
69	Environmental Impact Assessment	5 days	16-20	6-10	6-10	3-7	22-26	5-9	3-7	7-11	4-8	23-27	6-10	18-22	200,000.00	750.00

Venue: Our Training Centre: 10, Bisi Ogabi Street, Off Obafemi Awolowo Road, Balogun Bus-Stop. Ikeja. Lagos

Discount:10% for More than 2 Participants

Account Details: Timeline Global Link Consulting: Zenith Bank PLC: 1015916188

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