

## SCHOOL OF MANAGEMENT COURSES

### Leadership Programme for Senior Manager

- Duration: 16 Days
- Medium: English/ Malay
- Target Group: Senior Manager
- Assessment: Assignment, Individual/Group Project

### Leadership Programme for Manager

- Duration: 16 Days
- Medium: English/ Malay
- Target Group: Manager
- Assessment: Assignment, Individual/Group Project

### Leadership Programme for Executive/Senior Executive

- Duration: 4 Days
- Medium: English/ Malay
- Target Group: Executive/ Senior Executive
- Assessment: Assignment

### Supervisory Skills

- Duration: 2 Days
- Medium: English/ Malay
- Target Group: Non Executive
- Assessment: Assignment

### Culture Transformation

- Duration: 0.5 Day
- Medium: English/ Malay
- Target Group: All Level
- Assessment: Behavior

### Protocol & Business Etiquette

- Duration: 2 Days
- Medium: English/ Malay
- Target Group: Non Executive, Executive, Senior Executive
- Assessment: Practical, Learning & Behavior

### Business Communication & Writing

- Duration: 2 Days
- Medium: English/ Malay
- Target Group: Executive, Senior Executive
- Assessment: Practical, Learning & Behavior

### Emotional Intelligent

- Duration: 2 Days
- Medium: English/ Malay
- Target Group: Executive, Senior Executive, Manager
- Assessment: Learning & Behavior

### Disciplinary Investigation

- Duration: 2 Days
- Medium: English/ Malay
- Target Group: Executive, Senior Executive, Manager
- Assessment: Learning & Behavior