

# Oct - Dec 2021 Short Courses: Business, Design, HSE & Wellness

Last update: October 11, 2021



IN A **CHANGING** ENVIRONMENT  
**Stay** **AHEAD**  
**RELEVANT**  
**STUDY WITH SBCS GLI**

Start Date	End Date	Programme	Day	Time	Mode
4-Oct-21	22-Nov-21	A Professional Certificate in Digital Marketing	Mon	5:30 pm - 8:30 pm	ONLINE
7-Oct-21	2-Dec-21	A Professional Certificate in Sales & Marketing	Thu	5:30 pm - 8:30 pm	ONLINE
9-Oct-21	27-Nov-21	A Professional Certificate in Operations Management	Sat	9:00 am - 12:00 noon	ONLINE
9-Oct-21	27-Nov-21	The Professional Certificate in Office Administration	Sat	12:00 noon - 3:00 pm	ONLINE
12-Oct-21	16-Nov-21	Effective Business Communication (Writing & Speaking)	Tue	5:30 pm - 8:30 pm	ONLINE
14-Oct-21	25-Nov-21	Purchasing with Business Ethics for Business Professionals	Thurs	5:30 pm - 8:30 pm	ONLINE
14-Oct-21	9-Dec-21	A Practical Approach to Payroll & Budgeting	Thurs	5:30 pm - 8:30 pm	ONLINE
14-Oct-21	9-Dec-21	Understanding Contracts and Contract Law for Business Professionals	Thurs	5:30 pm - 8:30 pm	ONLINE
16-Oct-21	4-Dec-21	Public Relations and Corporate Communications	Sat	9:00 am - 12:00 pm	ONLINE
19-Oct-21	23-Nov-21	Mastering Public Speaking and Presentations using PowerPoint	Tue	5:30 pm - 8:00 pm	ONLINE
19-Oct-21	14-Dec-21	Food Processing and Preservation with an Introduction to Food Science	Tue	6:00 pm - 8:00 pm	ONLINE
20-Oct-21	24-Nov-21	Inventory & Warehouse Management for Business Professionals	Wed	5:30 pm - 8:30 pm	ONLINE
21-Oct-21	16-Dec-21	Train the Trainer with Emotional Intelligence	Thurs	5:30 pm - 8:00 pm	ONLINE
23-Oct-21	27-Nov-21	Professional Customer Service Training - Maximising Customer Satisfaction	Sat	1:00 pm - 4:00 pm	ONLINE
23-Oct-21	18-Dec-21	Understanding Child Development (The Pre-School Years): A Practical Guide)	Sat	9:00 am - 11:00 am	ONLINE
26-Oct-21	14-Dec-21	The Professional Certificate in Human Resource Management	Tue	6:00 pm - 9:00pm	ONLINE
27-Oct-21	15-Dec-21	Project Management for Business Professionals	Wed	5:30 pm - 8:30 pm	ONLINE
27-Oct-21	22-Dec-21	First Aid for Pets	Wed	6:00 pm - 8:30 pm	ONLINE
28-Oct-21	9-Dec-21	Logistics Management for Business Professionals	Thurs	5:30 pm - 8:30 pm	ONLINE

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30-Oct-21	18-Dec-21	The Professional Certificate in Supervisory Management	Sat	9:00 am - 12:00 noon	ONLINE
1-Nov-21	20-Dec-21	Introduction to Cleaning, Sanitization, and Infection Prevention (General and High-Touch Surfaces)	Mon	5:30 pm - 8:30 pm	ONLINE
2-Nov-21	7-Dec-21	Nutrition & Wellness: Healthy Body... Healthy Life	Tue	5:30 pm - 8:30 pm	ONLINE
2-Nov-21	14-Dec-21	Paediatric First Aid for Parents, Guardians, Teachers and Carers	Tue	5:30 pm - 8:30 pm	ONLINE
3-Nov-21	8-Dec-21	Introduction to the Fundamentals of Agro-Processing and Food Science. (Creating a Quality Product)	Wed	5:30 pm - 8:30 pm	ONLINE