

# November 2018

Course Name	Course Description	Target Audience	Days	Date
Information Analysis and Decision-Making	<p>This course Information Analysis and Decision-Making describe as a Quantitative Practical Methods is designed for the staff to help them to develop quantitative analysis skills in taking a correct business decisions at work.</p> <p>Mastering the course content will help the participants to evaluate management situations you the employee might face it during business which might require a high stranded of accurate decisions as manager. This will help the manager to become a more effective at work.</p> <p>The course will help the participants to improve their ability to formulate, analyze, and take an effective managerial situations.</p>	All Levels	3	11/4/2018
Essential Management Skills	<ul style="list-style-type: none"> <li>• A better understanding of your own management style</li> <li>• Identify the essential skills needed to achieve results through others</li> <li>• Learn how to use these skills effectively, namely: goals setting, action planning, delegation and motivation.</li> </ul>	All personnel responsible for achieving results	2	11/7/2018
Marketing and Delivery Channels for SME Banking	<p>This course has a fourfold purpose, which is to identify SME clients' different needs. More emphasis will be given to determine how to market SME products and services. All participants will get acquainted with the procedures of delivering SME banking products. It identifies the success factors and international best practices needed for effective SME banking</p>	Bankers working in SME, retail, corporate and credit departments who have, or will have, SME responsibilities	3	11/18/2018
Non-performing Loans and Methods of Problem Loan Resolution	<p>During this course, participants will acquire the necessary skills to manage problem loans. These skills include identifying the signs of problem loans, rescheduling and monitoring problem loans, and using various methods to resolve problem loans.</p>	Course is intended for employees in project finance, lending and credit administration in banks and other financial institutions and internal audit staff.	5	11/25/2018