



# CORPORATE TRAINING BROCHURE



For over 15 years, iCentra Learning has been at the forefront of curating innovative capacity development programs for individuals, professionals, and organizations looking to upskill, stay competitive, and seize new market opportunities.

With a portfolio of 60+ top-rated courses spanning business, professional certifications, and soft skills, we are the trusted partner you need to build the capabilities that drive excellence.

Our approach is simple; we listen, assess, and tailor solutions to meet your unique needs.

What are your capacity development goals?

Partner with us to achieve it.



## About iCentra Learning

iCentra Learning is the learning and development arm of iCentra committed to people development, empowerment, and growth. We deliver value with a quantifiable impact on business results.

Our team of professionals works closely with clients to guarantee an effective linkage between business objectives and human capacity learning needs. Our specialties include Business, Soft Skills, Professional Certifications, and Professional Certificate Courses.

We deliver value through Corporate Training, Executive Programs, Capacity Support, On-Demand Training, and Open Class Services



# Our Courses

## Business

- Artificial Intelligence for Leaders
- Agile Leadership
- Project Leadership
- Digital Transformation for Executives
- Business Innovation & Strategy
- Essential Business Skills
- Corporate Leadership
- Organizational Strategy
- Human Resource Management
- Corporate Finance
- Project Finance
- Accounting for non-accountant
- Finance for Non-Finance Personnel
- Budgeting and Control
- Bookkeeping
- Value for Money (VfM)
- Cost Control

## Soft Skills

- Office Management
- Business Writing
- Understanding Marketing
- Sales Technique
- Negotiation Skills
- Communication Skills
- Time (Self) Management
- Team Building

## Professional Certificate

- Project Management
- Business Analysis
- Agile Project Management
- Digital Transformation
- Cyber Security Foundation
- Risk Management
- Operations Management
- Change Management

- Schedule Management
- Quality Management
- Procurement Management
- Effective Project Management
- Programme Management
- Strategic Alignment of the Project Portfolio
- Project Impact Evaluation and Assessment
- Projects Monitoring and Evaluation
- Project-Based Cost Benefit Analysis and ROI
- Project Performance Management
- Leadership and Communication
- Management for Effective Project Delivery

## Professional Certification

### PMI Courses

- Certified Associate in Project Management (CAPM)
- Project Management Professional (PMP)
- Program Management Professional (PgMP)
- Portfolio Management Professional (PfMP)
- PMI – Agile Certified Practitioner (PMI- ACP)
- PMI Disciplined Agile Senior Scrum Master (PMI-DASSM)
- PMI – Risk Management Professional (PMI- RMP)
- PMI – Business Analysis (PMI- BA)
- PMI Project Management Office Certified Professional (PMI-PMOCP)

### PECB Courses

- Certified Digital Transformation Officer (CDTO)
- Information Security Lead Implementer (ISO/IEC 27001)
- Information Security Lead Auditor (ISO/IEC 27001)
- Cybersecurity Foundation (ISO/IEC 27032)
- Lead Cybersecurity Manager (ISO/IEC 27032)
- Business Continuity Lead Implementer (ISO/IEC 22301)
- Business Continuity Lead Auditor (ISO/IEC 22301)
- Incident Management Foundation (ISO/IEC 227035)
- Lead Incident Manager (ISO/IEC 227035)

- Risk Management Foundation (ISO/IEC 31000)
- Lead Risk Manager (ISO/IEC 31000)
- Artificial Intelligence Foundation (ISO/IEC 42001)
- Artificial Intelligence Lead Implementer (ISO/IEC 42001)
- Artificial Intelligence Lead Auditor (ISO/IEC 42001)
- Quality Management Lead Implementer (ISO/IEC 9001)
- Quality Management Lead Auditor (ISO/IEC 9001)

#### Others

- Professional Scrum Master (PSM)
- Lean Six Sigma Yellow Belt
- Lean Six Sigma Green Belt





# BUSINESS COURSES



**Course Title:** ARTIFICIAL INTELLIGENCE FOR LEADERS

**Course Duration:** 2 DAYS

**Course Overview** Artificial Intelligence is reshaping industries, redefining competition, and unlocking unprecedented opportunities for value creation. Leaders today must go beyond the buzzwords and understand how to embed AI strategically in their organizations.

This program equips executives and senior managers with the knowledge, mindset, and practical tools to make informed decisions about AI adoption. Participants will learn how to align AI initiatives with business goals, lead cultural change, and navigate ethical and governance challenges while fostering innovation and resilience.

**Learning Outcomes** By the end of the course, participants will be able to:

- Understand core AI concepts and their business implications.
- Identify high-value opportunities for AI deployment within their organization.
- Align AI strategies with organizational goals and performance metrics.
- Lead cultural change and workforce readiness for AI adoption.
- Navigate ethical, regulatory, and governance considerations in AI.
- Build an AI roadmap that balances quick wins with long-term value.

**Audience:** Senior leaders, executives, managers, strategy teams, innovation leads, and decision-makers responsible for leveraging artificial intelligence to drive business value and competitive advantage.

**Course Title:** AGILE LEADERSHIP

**Course Duration:** 2 DAYS

**Course Overview** In today's complex and rapidly changing business landscape, leaders must go beyond command-and-control approaches and embrace agility to create resilient, high-performing teams. Agile Leadership equips leaders with the principles, mindset, and tools to navigate uncertainty, empower teams, and embed a culture of collaboration and continuous improvement.

This program blends Agile principles, leadership behaviors, and practical frameworks to help participants lead with empathy, inspire trust, and align agility with strategic goals. Through interactive activities, case studies, and reflective exercises, leaders will learn to create environments where teams thrive and organizations adapt faster to change.

**Learning Outcomes:**

By the end of the course, participants will be able to:

- Understand and apply the principles of Agile Leadership in complex environments.
- Transition effectively from traditional leadership to servant and adaptive leadership.
- Build psychological safety, trust, and engagement within teams.
- Use Agile tools, techniques, and feedback loops to drive performance and innovation.
- Enhance communication, self-awareness, and emotional intelligence as a leader.
- Align Agile leadership practices with organizational goals and scale agility across teams.

**Audience:**

Senior leaders, managers, product owners, Scrum Masters, Agile coaches, transformation leads, and professionals responsible for leading teams in Agile and adaptive environments.

**Course Title:**

**PROJECT LEADERSHIP**

**Course Duration:**

**5 DAYS**

**Course Overview**

This course is designed for experienced project managers ready to transition from traditional project management to true Project Leadership. It goes beyond managing tasks and deadlines, focusing on the leadership qualities, strategic thinking, and interpersonal skills needed to lead high-impact projects and inspire teams. Participants will learn how to create vision, drive innovation, navigate complex challenges, and influence stakeholders while fostering collaboration and engagement. By the end of the course, attendees will be equipped to lead projects with confidence, making a lasting impact on their teams and organizations.

**Learning Outcomes:**

- Develop essential leadership qualities for project success.
- Learn how to inspire and influence project teams and stakeholders.
- Apply strategic thinking and decision-making to project leadership.
- Navigate complexity, uncertainty, and change with confidence.
- Build a high-performing, motivated project team culture.

**Audience:**

Project managers, program managers, team leads, functional managers, emerging leaders, and professionals responsible for leading project teams and delivering complex initiatives.

**Course Title:**

**DIGITAL TRANSFORMATION FOR EXECUTIVES**

**Course Duration:**

**2 DAYS**

**Course Overview**

In today's digital-first world, organizations must embrace transformation not as a one-time project, but as a continuous journey that integrates technology, culture, and strategy. Digital transformation is no longer optional—it is a critical driver of competitiveness, efficiency, and customer value.

This highly interactive program equips participants with the knowledge, tools, and frameworks to lead successful digital transformation initiatives. Through hands-on exercises, real-world case studies, and collaborative projects, participants will learn to design digital strategies, evaluate emerging technologies, foster a culture of innovation, and execute transformation initiatives that create lasting impact.

**Learning Outcomes:**

By the end of this course, participants will be able to:

- Understand the core principles, frameworks, and business drivers of digital transformation.
- Identify and evaluate technology innovation opportunities.
- Design and implement digital transformation strategies aligned with business objectives.
- Foster a culture of innovation, agility, and organizational change.
- Assess and apply emerging technologies such as AI, IoT, and blockchain.
- Manage risks, compliance, and governance within digital initiatives.
- Develop and execute a resilient digital transformation roadmap.

**Audience:** Senior executives, board members, C-suite leaders, business unit heads, transformation leads, strategy teams, and decision-makers responsible for driving digital strategy and organizational change.

**Course Title:** BUSINESS INNOVATION AND STRATEGY

**Course Duration:** 2 DAYS

**Course Overview** This course equips leaders with the strategic thinking and innovation tools required to compete in fast-changing markets. Participants explore how innovation, leadership, and strategy intersect to drive sustainable growth. Through practical exercises and real-world case discussions, learners develop winning strategies, identify new market opportunities, and design business models that deliver long-term value.

**Learning Outcomes:**

- Lead teams to drive innovation
- Design innovation-led business strategies
- Identify and exploit new market opportunities
- Create competitive advantage through value creation
- Apply strategic tools to real business challenges

**Audience:** Senior leaders, managers, strategy teams, and entrepreneurs

**Course Title:** ESSENTIAL BUSINESS SKILLS

**Course Duration:** 2 DAYS

**Course Overview** This program provides a practical foundation in the essential skills required for effective business performance, combining marketing, communication, negotiation, and teamwork.

Participants engage in hands-on activities and case studies that strengthen collaboration, customer engagement, and results-driven execution.

**Learning Outcomes:**

- Understand core marketing and sales principles
- Communicate effectively with clients and stakeholders
- Negotiate confidently and close business opportunities
- Build and lead effective teams
- Apply business skills to real workplace challenges

**Audience:**

Early- to mid-career professionals, supervisors, and team leads

**Course Title:**

**CORPORATE LEADERSHIP**

**Course Duration:**

**5 DAYS**

**Course Description:**

This course focuses on building leadership capability required to guide organizations through complexity, innovation, and change.

Participants develop leadership presence, strategic thinking, and people management skills needed to drive performance and organizational impact.

**Learning Outcomes:**

- Demonstrate effective leadership in complex environments
- Lead teams through innovation and change
- Strengthen decision-making and influence
- Align leadership practices with organizational goals
- Build high-performing teams

**Audience:**

Managers, senior professionals, and emerging leaders

**Course Title:**

**ORGANISATIONAL STRATEGY**

**Course Duration:**

**5 DAYS**

**Course Description:**

This course develops core competencies in organizational strategy formulation and execution.

Participants learn how to analyze environments, design strategic plans, and build long-term organizational capability.

**Learning Outcomes:**

- Develop holistic strategic business plans
- Analyze internal and external strategic factors
- Build sustainable organizational capabilities
- Align strategy with operational execution
- Support organizational improvement initiatives

**Audience:**

Executives, managers, and strategy professionals

**Course Title:**

**HUMAN RESOURCE MANAGEMENT**

**Course Duration:**

**5 DAYS**

**Course Description:**

This program introduces participants to modern human resource management practices focused on attracting, developing, and retaining talent.

The course emphasizes HR systems, workforce planning, and employee engagement strategies aligned with organizational goals.

**Learning Outcomes:**

- Understand the role and scope of HR management
- Apply effective recruitment and retention strategies
- Support employee development and engagement
- Understand HR policies and workforce planning
- Align HR practices with organizational objectives

**Audience:**

HR professionals, managers, and business leaders

**Course Title:**

**CORPORATE FINANCE**

**Course Duration:**

**3 DAYS**

**Course Overview**

This course provides a practical introduction to corporate finance concepts and financial decision-making within organizations.

Participants gain insight into financing activities, investment decisions, and governance considerations that support business performance.

**Learning Outcomes:**

- Understand how finance functions are structured
- Apply short- and long-term financial decision techniques
- Evaluate capital investment opportunities
- Apply investment appraisal methods
- Understand the role of corporate governance

**Audience:**

Managers, non-finance professionals, and business owners

**Course Title:**

**PROJECT FINANCE**

**Course Duration:**

**5 DAYS**

**Course Overview**

This program provides an in-depth understanding of project finance structures, risk assessment, and funding mechanisms.

Participants explore financial models, stakeholder motivations, and documentation required for successful project financing.

**Learning Outcomes:**

- Differentiate project finance from corporate finance
- Assess financial and operational risks in projects
- Analyze project financial statements
- Understand debt and equity evaluation processes
- Interpret key project finance documentation

**Audience:**

Project managers, finance professionals, and infrastructure practitioners

**Course Title:**

**ACCOUNTING FOR NON-ACCOUNTANTS**

**Course Duration:**

**5 DAYS**

**Course Overview**

This course introduces participants to core accounting concepts and financial statements used in business decision-making.

The program emphasizes practical interpretation of financial data rather than technical accounting detail.

**Learning Outcomes:**

- Understand basic accounting principles
- Interpret financial statements
- Analyze financial information for decisions
- Understand financial reporting risks
- Support compliance and governance requirements

**Audience:**

Managers, supervisors, and non-finance professionals

**Course Title:**

**FINANCE FOR NON-FINANCIAL PERSONNEL**

**Course Duration:**

**3 DAYS**

**Course Overview**

This program translates finance and accounting concepts into practical decision-making tools.

Participants learn to interpret financial reports and connect financial performance to business outcomes.

**Learning Outcomes:**

- Relate financial data to business performance
- Interpret financial and accounting reports
- Apply financial thinking to daily decisions
- Assess project financial viability
- Build confidence in financial discussions

**Audience:**

Non-finance managers, team leads, and professionals

**Course Title:**

**BUDGETING AND CONTROL**

**Course Duration:**

**3 DAYS**

**Course Overview**

This course focuses on practical budgeting techniques and financial control processes.

Participants learn how to prepare, analyze, and manage budgets aligned with organizational objectives.

**Learning Outcomes:**

- Understand budgeting terminology and concepts
- Develop and manage organizational budgets
- Analyze budget variances
- Interpret income statements
- Support effective financial control

**Audience:**

Managers, supervisors, and finance support staff

**Course Title:**

**BOOKKEEPING**

**Course Duration:**

**3 DAYS**

**Course Overview**

This program provides foundational knowledge of bookkeeping principles and financial record management.

Participants gain hands-on experience with journals, ledgers, trial balances, and financial documentation.

**Learning Outcomes:**

- Understand basic bookkeeping principles
- Maintain accurate financial records
- Interpret balance sheets
- Understand auditing fundamentals
- Use accounting terminology correctly

**Audience:**

Administrative staff, small business owners, and entry-level finance professionals

**Course Title:**

**VALUE FOR MONEY (VFM)**

**Course Duration:**

**5 DAYS**

**Course Overview**

This course equips participants with tools to assess efficiency, effectiveness, and economy in projects and programs.

Participants learn how to embed Value for Money principles throughout the project lifecycle.

**Learning Outcomes:**

- Understand the principles of Value for Money
- Apply VfM tools across project stages
- Improve cost efficiency and effectiveness
- Communicate VfM findings to decision-makers
- Support sustainable resource utilization

**Audience:**

Project managers, program managers, and public sector professionals

**Course Title:**

**COST CONTROL**

**Course Duration:**

**5 DAYS**

**Course Overview**

This program focuses on understanding cost behavior and applying effective cost management techniques.

Participants learn to control costs without compromising quality or organizational performance.

**Learning Outcomes:**

- Understand cost behavior and structures
- Apply cost control techniques
- Link cost management to budgeting
- Support strategic cost reduction decisions
- Improve financial efficiency

**Audience:**

Managers, finance professionals, and operations leaders



# SOFT SKILLS COURSES



**Course Title:** OFFICE MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Efficient office administration is critical to organizational productivity and professionalism. Poor coordination, weak systems, and unclear processes often slow decision-making and reduce effectiveness.

This course equips participants with the skills to manage office systems, coordinate people and resources, and support leadership effectively while maintaining a professional work environment.

**Learning Outcomes:**

- Manage office operations efficiently
- Apply professional office systems and procedures
- Support management through effective coordination
- Improve workplace organization
- Demonstrate effective office communication

**Audience:** Administrative professionals, office managers, supervisors

**Course Title:** BUSINESS WRITING

**Course Duration:** 3 DAYS

**Course Overview** Clear written communication is essential for productivity, credibility, and decision-making in modern organizations. Poor writing often leads to errors, misunderstandings, and reputational risk.

Participants develop practical writing skills to produce clear, accurate, and persuasive business documents across emails, reports, proposals, and formal correspondence.

**Learning Outcomes:**

- Write clear and professional business documents
- Apply correct grammar and structure
- Edit and proofread documents effectively
- Prepare persuasive proposals and reports
- Improve credibility through written communication

**Audience:** Professionals at all levels

**Course Title:** UNDERSTANDING MARKETING

**Course Duration:** 3 DAYS

**Course Overview** Marketing plays a critical role in positioning organizations, products, and services competitively. Without strategic marketing knowledge, organizations struggle to attract and retain customers.

This course introduces core marketing concepts and decision-making tools, enabling participants to analyze markets and develop strategies that support business objectives.

**Learning Outcomes:**

- Understand core marketing concepts
- Apply segmentation and branding strategies
- Analyze marketing decisions
- Align marketing activities with business goals
- Communicate marketing insights effectively

**Audience:** Business professionals, marketers, entrepreneurs

**Course Title:** SALES TECHNIQUE

**Course Duration:** 3 DAYS

**Course Overview** Sales success requires more than persuasion; it requires structure, ethics, and strategic engagement. Weak sales approaches reduce conversion and long-term customer value.

Participants learn proven sales techniques, customer engagement strategies, and closing skills that drive ethical and sustainable sales performance.

**Learning Outcomes:**

- Apply effective selling techniques
- Build strong customer relationships
- Conduct competitive market analysis
- Handle objections confidently
- Close sales professionally

**Audience:** Sales professionals, business development staff

**Course Title:** NEGOTIATION SKILLS

**Course Duration:** 3 DAYS

**Course Overview** Negotiation is central to managing relationships, resolving conflict, and achieving favorable outcomes. Poor negotiation often damages trust and limits value.

This course develops structured negotiation skills that help participants reach mutually beneficial agreements while maintaining professional relationships.

**Learning Outcomes:**

- Apply negotiation strategies confidently
- Manage conflict constructively
- Differentiate selling from negotiating
- Handle objections effectively
- Achieve win-win outcomes

**Audience:** : Managers, sales staff, procurement professionals

**Course Title:** COMMUNICATION SKILLS

**Course Duration:** 3 DAYS

**Course Overview** Effective communication underpins leadership, collaboration, and stakeholder management. Communication gaps frequently cause conflict and inefficiency.

Participants learn how to communicate clearly, manage expectations, and adapt communication styles to diverse professional situations.

**Learning Outcomes:**

- Communicate clearly and confidently
- Manage stakeholder expectations
- Minimize communication barriers
- Listen and respond effectively
- Build professional relationships

**Audience:** Professionals at all levels

**Course Title:** TIME (SELF) MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Productivity challenges often arise from poor prioritization and time management. Ineffective self-management reduces performance and increases stress.

This course equips participants with practical tools to plan effectively, prioritize tasks, and improve personal productivity.

**Learning Outcomes:**

- Set priorities and goals effectively
- Plan and manage time efficiently
- Improve focus and productivity
- Apply time management tools
- Balance workload and responsibilities

**Audience:** Professionals, supervisors, team leads

**Course Title:** TEAM BUILDING

**Course Duration:** 3 DAYS

**Course Overview** High-performing teams require trust, coordination, and shared purpose. Poor teamwork leads to inefficiency and conflict.

Participants learn techniques to strengthen collaboration, manage team dynamics, and improve collective performance.

**Learning Outcomes:**

- Understand team dynamics
- Improve collaboration
- Address team challenges
- Build trust within teams
- Enhance team performance

**Audience:** Teams, managers, project groups



# PROFESSIONAL CERTIFICATE COURSES



**Course Title:** PROJECT MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Projects are the primary mechanism through which organizations implement strategy, introduce change, and deliver value. When projects are poorly managed, organizations experience cost overruns, missed deadlines, scope creep, and dissatisfied stakeholders.

This course develops solid, practical project management competence by equipping participants with structured tools and techniques for planning, executing, monitoring, and closing projects. Learners gain the ability to balance scope, time, cost, quality, and risk while managing stakeholders and controlling change in real-world project environments.

**Learning Outcomes:**

- Manage projects from initiation to closure
- Define project objectives and scope
- Develop realistic project plans and schedules
- Identify and manage project risks
- Monitor and control project performance

**Audience:** Professionals responsible for managing projects

**Course Title:** BUSINESS ANALYSIS

**Course Duration:** 3 DAYS

**Course Overview** Clear understanding of business needs is essential for delivering successful projects and solutions. Weak requirements definition often leads to rework, cost escalation, and solutions that fail to meet stakeholder expectations.

This course builds practical business analysis capability by teaching participants how to identify needs, engage stakeholders, and translate business problems into clearly defined requirements. Emphasis is placed on techniques that support solution design, validation, and successful implementation.

**Learning Outcomes:**

- Conduct needs assessments
- Elicit and document business requirements
- Identify and engage stakeholders
- Support solution testing and validation
- Apply business analysis techniques in projects

**Audience:**

Business analysts, project team members

**Course Title:**

**AGILE PROJECT MANAGEMENT**

**Course Duration:**

**3 DAYS**

**Course Overview**

Organizations operating in dynamic and uncertain environments require delivery approaches that can adapt to change while maintaining control and stakeholder confidence. Traditional methods often struggle in fast-changing contexts.

This course develops competence in Agile project management by equipping participants with the mindset, frameworks, and practices needed for iterative delivery. Learners gain practical experience applying Agile techniques to planning, collaboration, governance, and performance tracking.

**Learning Outcomes:**

- Apply Agile principles and values
- Manage Agile project lifecycles
- Plan and prioritize work iteratively
- Engage stakeholders effectively
- Support self-organizing teams

**Audience:**

Project managers, Agile practitioners

**Course Title:**

**DIGITAL TRANSFORMATION**

**Course Duration:**

**3 DAYS**

**Course Overview**

Digital transformation is reshaping organizational models, processes, and customer engagement across all sectors. Many initiatives fail due to poor alignment between technology, strategy, and people.

This course equips participants with the knowledge to support digital transformation initiatives by aligning digital technologies with organizational objectives. Emphasis is placed on strategy, governance, culture, and performance measurement to ensure sustainable transformation outcomes.

**Learning Outcomes:**

- Understand digital transformation drivers
- Identify key digital technologies
- Support digital strategy execution
- Promote digital culture and adoption
- Measure transformation outcomes

**Audience:**

Managers, business leaders, digital teams

**Course Title:**

**CYBER SECURITY FOUNDATION**

**Course Duration:**

**3 DAYS**

**Course Overview**

Cybersecurity risks continue to grow as organizations become more digitally connected. Security failures can result in financial loss, reputational damage, and operational disruption.

This course builds foundational cybersecurity awareness by helping participants understand common threats, vulnerabilities, and controls. Learners gain practical insight into prevention, detection, response, and recovery from cybersecurity incidents.

**Learning Outcomes:**

- Identify common cyber threats
- Apply basic security controls
- Respond to cybersecurity incidents
- Support recovery and continuity
- Communicate and document security events

**Audience:**

IT staff, managers, non-technical professionals

**Course Title:** RISK MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Risk is inherent in all organizational activities and projects. Without structured risk management, decision-making becomes reactive and unpredictable.

This course develops the ability to identify, analyze, and manage risks using qualitative and quantitative techniques. Participants learn how to integrate risk management into planning and execution to support informed decisions.

**Learning Outcomes:**

- Identify organizational and project risks
- Perform qualitative and quantitative risk analysis
- Develop risk mitigation strategies
- Support informed decision-making
- Monitor and control risks

**Audience:** Project managers, risk professionals

**Course Title:** OPERATIONS MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Operational performance directly affects organizational competitiveness and sustainability. Inefficient processes lead to wasted resources and reduced service quality.

This course equips participants with tools and techniques to analyze, design, and improve operational processes. Emphasis is placed on productivity, efficiency, and performance measurement across service and production environments.

- Learning Outcomes:**
- Apply operations management principles
  - Analyze operational performance
  - Improve process efficiency
  - Optimize resource utilization
  - Support operational decision-making

**Audience:** Operations managers, supervisors

**Course Title:** CHANGE MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Organizations continually undergo change driven by strategic shifts, technology adoption, regulatory demands, and market pressures. When change is poorly managed, it often results in resistance, reduced productivity, low morale, and failure to realize expected benefits.

This course builds advanced change management capability by equipping participants with structured frameworks to assess change impacts, plan interventions, engage stakeholders, and manage resistance. Learners develop practical skills to lead and sustain change initiatives while aligning people, processes, and strategy.

- Learning Outcomes:**
- Understand change management principles
  - Assess organizational readiness for change
  - Design structured change management plans
  - Manage resistance and stakeholder concerns
  - Support sustained adoption and benefits realization

**Audience:** Managers, project leads, HR professionals

**Course Title:** SCHEDULE MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Project schedules are critical control mechanisms that directly influence cost, resource utilization, and delivery confidence. Inadequate

scheduling practices frequently lead to delays, cascading risks, and loss of stakeholder trust.

This course develops strong scheduling competence by combining estimation techniques, schedule development, performance measurement, and corrective action planning. Participants learn how to proactively manage schedule risks and apply controls to maintain delivery commitments.

**Learning Outcomes:**

- Develop realistic and achievable project schedules
- Apply schedule estimation and sequencing techniques
- Monitor and analyze schedule performance
- Apply earned value and forecasting concepts
- Implement corrective actions to address delays

**Audience:**

Project managers, planners, schedulers

**Course Title:**

**QUALITY MANAGEMENT**

**Course Duration:**

**3 DAYS**

**Course Overview**

Quality management ensures that products, services, and project outputs consistently meet defined standards and stakeholder expectations. Poor quality results in rework, increased costs, customer dissatisfaction, and reputational damage.

This course equips participants with quality management frameworks, tools, and continuous improvement techniques. Learners gain the ability to define quality standards, measure performance, analyze root causes, and drive sustainable quality improvements across processes and projects.

**Learning Outcomes:**

- Understand quality management principles and standards
- Define and implement quality assurance processes
- Apply quality control and improvement tools
- Measure and analyze performance data
- Support continuous improvement initiatives

**Audience:**

Managers, quality professionals, process owners

**Course Title:** PROCUREMENT MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Procurement decisions significantly affect project outcomes, cost efficiency, and value for money. Weak procurement practices expose organizations to contractual, financial, and operational risks.

This course develops procurement management competence by covering procurement planning, sourcing strategies, contract management, and supplier relationship management. Participants learn how to align procurement decisions with organizational and project objectives.

**Learning Outcomes:**

- Understand procurement roles and governance
- Develop effective procurement strategies and plans
- Manage suppliers and contractual relationships
- Identify and mitigate procurement-related risks
- Support value-for-money outcomes

**Audience:** Procurement staff, project managers, contract officers

**Course Title:** EFFECTIVE PROJECT MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Delivering projects successfully requires more than technical knowledge; it demands leadership, judgment, and disciplined execution. Many projects fail due to weak governance, poor communication, and inadequate control mechanisms.

This course strengthens advanced project management capability by integrating leadership, governance, and performance management practices. Participants enhance their ability to lead teams, manage complexity, and consistently deliver project outcomes aligned with strategic objectives.

- Learning Outcomes:**
- Apply advanced project management practices
  - Lead and motivate project teams
  - Establish effective governance structures
  - Manage stakeholders and expectations
  - Deliver consistent and sustainable outcomes

**Audience:** Experienced project managers

**Course Title:** PROGRAMME MANAGEMENT

**Course Duration:** 3 DAYS

**Course Overview** Programs enable organizations to coordinate multiple related projects to achieve strategic benefits that cannot be delivered through individual projects alone. Without effective program management, interdependencies and benefits realization are often poorly managed.

This course equips participants with program management frameworks, governance models, and coordination techniques. Learners gain the skills required to manage complexity, oversee benefits realization, and align programs with organizational strategy.

- Learning Outcomes:**
- Manage multiple related projects cohesively
  - Establish program governance structures
  - Align programs with strategic objectives
  - Manage stakeholders and interdependencies
  - Ensure benefits realization

**Audience:** Program managers, senior managers

**Course Title:** STRATEGIC ALIGNMENT OF THE PROJECT PORTFOLIO

**Course Duration:** 5 DAYS

**Course Overview** Organizations achieve maximum value when their project portfolios are strategically aligned with business objectives. Poor portfolio alignment results in wasted resources and limited strategic impact.

This course develops portfolio management capability by teaching participants how to evaluate, prioritize, and balance project investments. Learners gain tools to support executive decision-making and optimize value delivery across the portfolio.

**Learning Outcomes:**

- Evaluate project portfolios strategically
- Align projects with organizational goals
- Prioritize investments effectively
- Support executive-level decision-making
- Improve portfolio value delivery

**Audience:**

Portfolio managers, executives

**Course Title:**

**PROJECT IMPACT EVALUATION AND ASSESSMENT**

**Course Duration:**

**5 DAYS**

**Course Overview**

Evaluating project impact ensures accountability, learning, and evidence-based decision-making. Without proper evaluation, organizations struggle to demonstrate results and improve future performance.

This course equips participants with qualitative and quantitative evaluation methods to assess project outcomes and impacts. Learners develop the ability to design evaluation frameworks, analyze findings, and communicate results to stakeholders.

**Learning Outcomes:**

- Design project evaluation frameworks
- Conduct impact assessments
- Analyze qualitative and quantitative data
- Report and communicate evaluation findings
- Support learning and accountability

**Audience:**

Project managers, monitoring and evaluation professionals

**Course Title:** PROJECTS MONITORING AND EVALUATION

**Course Duration:** 5 DAYS

**Course Overview** Monitoring and evaluation systems provide essential insight into project performance and progress. Weak M&E practices limit transparency and undermine informed decision-making.

This course develops practical monitoring and evaluation skills, enabling participants to design M&E systems, track performance indicators, and support adaptive management throughout the project lifecycle.

**Learning Outcomes:**

- Design monitoring and evaluation systems
- Track performance indicators
- Collect and analyze project data
- Prepare performance reports
- Support evidence-based decision-making

**Audience:** Project teams, M&E professionals

**Course Title:** PROJECT-BASED COST BENEFIT ANALYSIS AND ROI

**Course Duration:** 5 DAYS

**Course Overview** Sound investment decisions require clear understanding of costs, benefits, and expected returns. Poor financial analysis often leads to inefficient allocation of resources.

This course builds financial evaluation capability by teaching participants how to quantify costs and benefits, assess return on investment, and develop robust business cases for projects.

**Learning Outcomes:**

- Develop project business cases
- Quantify costs and benefits accurately
- Apply cost-benefit and ROI techniques
- Assess financial viability of projects
- Support informed investment decisions

**Audience:** Project managers, finance professionals

**Course Title:** PROJECT PERFORMANCE MANAGEMENT

**Course Duration:** 5 DAYS

**Course Overview** Project performance management ensures that delivery remains aligned with objectives, constraints, and stakeholder expectations. Weak performance controls reduce visibility and delay corrective action.

This course equips participants with performance measurement frameworks, metrics, and tools such as earned value management. Learners gain the ability to analyze variances and implement corrective actions effectively.

**Learning Outcomes:**

- Define project performance metrics
- Apply earned value management techniques
- Analyze cost and schedule variances
- Track and report project performance
- Implement corrective actions

**Audience:** Project managers, PMO staff

**Course Title:** LEADERSHIP AND COMMUNICATION

**Course Duration:** 5 DAYS

**Course Overview** Leadership and communication strongly influence project success, particularly in complex and cross-functional environments. Poor leadership and communication often result in misalignment and low team morale.

This course develops leadership capability and communication strategies tailored to project environments. Participants strengthen their ability to influence stakeholders, lead teams, and communicate effectively under pressure.

**Learning Outcomes:**

- Apply effective leadership styles
- Communicate clearly with stakeholders
- Build trust within project teams
- Manage conflict constructively
- Support successful project delivery

**Audience:** Project leaders, managers

**Course Title:** MANAGEMENT FOR EFFECTIVE PROJECT DELIVERY

**Course Duration:** 5 DAYS

**Course Overview** Effective management underpins consistent project delivery and organizational performance. Without strong management practices, projects struggle to meet objectives and sustain results.

This course strengthens managerial capability by focusing on planning, coordination, control, and leadership practices that support effective project delivery across organizational contexts.

**Learning Outcomes:**

- Apply management principles to projects
- Align delivery with organizational objectives
- Manage teams and resources effectively
- Control risks and issues
- Improve delivery outcomes

**Audience:** Managers, project sponsors

**Course Title:** IMPACT ASSESSMENT AND BENEFITS REALIZATION

**Course Duration:** 5 DAYS

**Course Overview** This course equips participants with the skills to assess the impact of projects and programs and ensure that intended benefits are clearly defined, tracked, and realized.

Participants learn how to link strategy to execution, measure outcomes, and demonstrate value to stakeholders through structured benefits management and impact evaluation practices.

**Learning Outcomes:**

- Define impact assessment and benefits realization concepts and methodologies.
- Develop an impact assessment template and benefits realization plan.
- Identify and categorize benefits, indicators, and metrics.
- Apply data collection and analysis techniques.

- Integrate impact assessment and benefits realization into strategic decision-making.
- Develop a strategy-specific impact assessment and benefits realization plan.
- Design and implementation roadmap and change management strategy.
- Evaluate and monitor benefits realization.

**Audience:**

Project and Program Managers, Monitoring & Evaluation (M&E) professionals, Strategy and Policy Officers, Development Sector Practitioners, and Organizational Leaders.



# PROFESSIONAL CERTIFICATION COURSES



## PMI COURSES

**Course Title:** CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT (CAPM®)

**Course Duration:** 5 DAYS

**Course Overview** The CAPM® certification provides a strong foundation in project management for individuals beginning or formalizing their project management careers. It establishes a common language and understanding of project processes, roles, and terminology.

This program prepares participants to apply standardized project management practices while building confidence to work effectively within project teams and structured project environments.

**Learning Outcomes:**

- Understand PMI project management frameworks
- Apply project management terminology correctly
- Support project planning and execution activities
- Understand roles across the project lifecycle
- Prepare for the CAPM® certification examination

**Audience:** Entry-level project professionals, project team members

**Course Title:** PROJECT MANAGEMENT PROFESSIONAL (PMP®)

**Course Duration:** 6 DAYS

**Course Overview** The PMP® certification is the global gold standard for experienced project managers. It validates the ability to lead projects and deliver results in complex and high-stakes environments.

This program develops advanced competence across people leadership, process management, and business environment domains, preparing participants to manage projects strategically and successfully.

**Learning Outcomes:**

- Apply PMI best practices across project domains
- Lead and manage high-performing project teams
- Manage scope, schedule, cost, and risks
- Engage stakeholders effectively
- Prepare for the PMP® certification examination

**Audience:** Experienced project managers

**Course Title:** PROGRAM MANAGEMENT PROFESSIONAL (PGMP®)

**Course Duration:** 6 DAYS

**Course Overview** PgMP® certification validates advanced skills required to manage multiple related projects and achieve strategic benefits.

Participants develop governance, coordination, and benefits realization capabilities essential for program leadership roles.

**Learning Outcomes:**

- Manage complex programs
- Align programs with organizational strategy
- Oversee benefits realization
- Manage interdependencies
- Prepare for PgMP® certification

**Audience:** Senior project and program managers

**Course Title:** PORTFOLIO MANAGEMENT PROFESSIONAL (PFMP®)

**Course Duration:** 6 DAYS

**Course Overview** PfMP® certification recognizes expertise in portfolio management and strategic investment decision-making.

Participants learn to align project and program investments with strategic objectives and maximize organizational value.

**Learning Outcomes:**

- Evaluate and prioritize portfolios
- Align investments with strategy
- Optimize resource allocation
- Support executive decisions
- Prepare for PfMP® certification

**Audience:** Portfolio managers, executives

**Course Title:** PMI AGILE CERTIFIED PRACTITIONER (PMI-ACP®)

**Course Duration:** 5 DAYS

**Course Overview** PMI-ACP® certification demonstrates expertise in Agile principles and practices across multiple frameworks.

Participants develop the ability to lead Agile teams and apply Agile practices in diverse project environments.

**Learning Outcomes:**

- Apply Agile principles and frameworks
- Lead Agile teams effectively
- Deliver value iteratively
- Engage stakeholders collaboratively
- Prepare for PMI-ACP® certification

**Audience:** Agile practitioners, project managers

**Course Title:** PMI DISCIPLINED AGILE SENIOR SCRUM MASTER (PMI-DASSM®)

**Course Duration:** 5 DAYS

**Course Overview** This certification validates advanced Scrum Master capabilities within complex enterprise environments.

Participants learn how to lead Agile teams using the Disciplined Agile toolkit to improve delivery outcomes.

**Learning Outcomes:**

- Lead Agile and Scrum teams
- Apply Disciplined Agile principles
- Improve team performance
- Support organizational agility
- Prepare for PMI-DASSM® certification

**Audience:** Senior Scrum Masters, Agile leaders

**Course Title:** PMI – RISK MANAGEMENT PROFESSIONAL (PMI- RMP)

**Course Duration:** 6 DAYS

**Course Overview** The PMI-RMP teaches extensively on agile and hybrid environments, as well as enterprise-level risks all project managers need to consider. With this certification, you can become the risk specialist your organization needs with the updated PMI Risk Management Professional (PMI-RMP)® certification.

**Learning Outcomes:**

- Learn techniques to identify and categorize potential risks that may impact your projects.
- Develop the ability to assess the probability and impact of identified risks to prioritize and address them effectively.
- Master strategies for mitigating risks and creating response plans to navigate unexpected challenges.
- Understand how to monitor and control risks throughout the project lifecycle, ensuring proactive risk management.

**Audience:** Risk managers, project and program managers, PMO professionals, and project controls specialists.

**Course Title:** PMI – BUSINESS ANALYSIS (PMI- BA)

**Course Duration:** 4 DAYS

**Course Overview** The Certified Business Analysis Professional course discusses the business analysis process as is applied throughout a project, including the pre-project activities that comprise enterprise analysis.

This course consists of 8 modules that will be delivered over a four-day period.

**Learning Outcomes:**

- Why and when to involve the business analysis function
- How a business analyst supports the successful execution of projects
- Understand the complete lifecycle of solutions development
- How to establish the solution vision and scope in the analysis phase
- How to validate that requirements have been met in the testing phase

**Audience:** Business analysts, project managers, product owners, and requirements professionals.

**Course Title:** PMI PROJECT MANAGEMENT OFFICE CERTIFIED PROFESSIONAL (PMI-PMOCP)

**Course Duration:** 5 DAYS

**Course Overview** A Project Management Office (PMO) is central to aligning projects with strategic goals and enabling consistent value delivery. The PMI-PMOCP certification validates your expertise in designing, implementing, and evolving PMOs. This course equips you with the knowledge, skills, and exam readiness to succeed in the PMI-PMOCP credential.

You'll gain a deep understanding of how to tailor PMO structures, embed governance, measure performance, and adapt as organizations evolve — while preparing to pass the PMI-PMOCP exam with confidence.

**Learning Outcomes:**

- Explain the strategic value and role of a PMO in organizations
- Design and structure a PMO aligned with organizational culture and goals
- Define and deploy PMO services, governance, and frameworks
- Measure and monitor PMO performance, maturity, and continuous improvement
- Manage change, stakeholder engagement, and PMO evolution
- Navigate the PMI-PMOCP exam blueprint and practice exam strategies

**Audience:** PMO leaders, project managers, portfolio managers, and governance professionals.

## PECB Courses

**Course Title:** CERTIFIED DIGITAL TRANSFORMATION OFFICER (CDTO)

**Course Duration:** 5 DAYS

**Course Overview** The Certified Digital Transformation Officer training course enables participants to learn how to successfully integrate computer-based technologies into organizations' operate and provide and services. Upon successful completion of the training course and exam, participants can apply for "PECB Certified Digital Transformation Officer" credential.

**Learning Outcomes:** At the end of the training, the participant will be able to:

- Explain the fundamental concepts of digital transformation and digital transformation technologies, including artificial intelligence, cloud computing, big data, machine learning, IoT, and blockchain.
- Adopt the approaches and methodologies used for the implementation of digital transformation strategies in an organization.
- Support an organization in effectively designing, implementing, monitoring, and measure the outcome of the digital transformation strategy.
- Monitor and measure the outcomes of the digital transformation strategy.
- Explain and apply the approaches and techniques used to establish a digital culture and communicate the digital transformation.

**Audience:** Senior executives, digital leaders, transformation managers, and innovation leads.

**Course Title:** ISO/IEC 27001 LEAD IMPLEMENTER

**Course Duration:** 5 DAYS

**Course Overview** Information security management is critical to protecting organizational assets and ensuring regulatory compliance.

This program equips participants with skills to implement, manage, and improve an ISO/IEC 27001-compliant ISMS.

**Learning Outcomes:**

- Understand ISO/IEC 27001 requirements
- Implement an ISMS
- Manage information security risks
- Support compliance initiatives
- Prepare for certification

**Audience:** IT managers, security professionals

**Course Title:** ISO/IEC 27001 LEAD AUDITOR

**Course Duration:** 5 DAYS

**Course Overview** Auditing information security systems ensures effectiveness and continual improvement.

Participants develop auditing skills to assess ISMS compliance against ISO/IEC 27001 standards.

**Learning Outcomes:**

- Plan and conduct ISMS audits
- Assess compliance
- Identify nonconformities
- Prepare audit reports
- Prepare for certification

**Audience:** Auditors, compliance professionals

**Course Title:** ISO 31000 RISK MANAGEMENT

**Course Duration:** 5 DAYS

**Course Overview** Risk management supports informed decision-making across organizations.

This course develops competence in applying ISO 31000 risk management principles.

**Learning Outcomes:**

- Apply ISO 31000 principles
- Identify and assess risks
- Develop mitigation strategies
- Integrate risk management into governance
- Prepare for certification

**Audience:**

Risk managers, executives

**Course Title:**

**ISO 22301 BUSINESS CONTINUITY MANAGEMENT**

**Course Duration:**

**5 DAYS**

**Course Overview**

Business continuity ensures organizational resilience during disruptions.

Participants learn how to design, implement, and maintain a BCMS aligned with ISO 22301.

**Learning Outcomes:**

- Understand BCMS requirements
- Develop continuity plans
- Conduct impact analysis
- Test and maintain BCMS
- Prepare for certification

**Audience:**

Business continuity professionals

**Course Title:**

**ISO 9001 QUALITY MANAGEMENT SYSTEMS**

**Course Duration:**

**5 DAYS**

**Course Overview**

Quality management systems support consistent delivery of products and services.

This course develops skills to implement and audit ISO 9001-compliant QMS.

**Learning Outcomes:**

- Understand ISO 9001 requirements
- Implement a QMS
- Conduct internal audits
- Improve quality performance
- Prepare for certification

**Audience:**

Business continuity professionals

**Course Title:** CYBERSECURITY FOUNDATION (ISO/IEC 27032)

**Course Duration:** 3 DAYS

**Course Overview** The rise of cyberspace during the digital revolution consequentially gave birth to cyber threats and cybersecurity. The ISO/IEC 27032 Foundation training course introduces the main concepts and requirements of a cybersecurity program, including stakeholders in cyberspace, attack mechanisms, and information sharing and coordination. The training course is followed by the certification exam. If you pass, you can apply for the "PECB Certified ISO/IEC 27032 Foundation" credential, which demonstrates your knowledge of the fundamental concepts, principles, and techniques of cybersecurity.

**Learning Outcomes:** At the end of the training, the participant will be able to:

- Acknowledge the correlation between ISO/IEC 27032, NIST cybersecurity framework, and other standards and frameworks.
- Understand the approaches, methods, and techniques used in cybersecurity.
- Acquire the relevant knowledge and skills required to pass the ISO/IEC 27032 Foundation certification exam.

**Audience:** IT professionals, security officers, risk managers, and compliance staff.

**Course Title:** LEAD CYBERSECURITY MANAGER (ISO/IEC 27032)

**Course Duration:** 5 DAYS

**Course Overview** The ISO/IEC 27032 Lead Cybersecurity Manager training course enables you to acquire the expertise and competence needed to support an organization in implementing and managing a cybersecurity program based on ISO/IEC 27032 and NIST Cybersecurity Framework. During this training course, you will gain a comprehensive knowledge of cybersecurity, the relationship between cybersecurity and other types of IT security, and the different stakeholders' roles in cybersecurity.

**Learning Outcomes:**

- At the end of the training, the participant will be able to:
- Acquire a comprehensive understanding of the elements and operations of a Cybersecurity Program in conformance with ISO/IEC 27032 and NIST Cybersecurity Framework.
  - Acknowledge the correlation between ISO/IEC 27032, NIST Cybersecurity Framework, and other standards and operating frameworks.
  - Master the concepts, approaches, standards, methods, and techniques used to effectively set up, implement, and manage a cybersecurity program within an organization.
  - Learn how to interpret the guidelines of ISO/IEC 27032 in the specific context of an organization.
  - Master the necessary expertise to plan, implement, manage, control, and maintain a cybersecurity program as specified in ISO/IEC 27032 and NIST Cybersecurity Framework.
  - Acquire the necessary expertise to advise an organization on the best practices for managing cybersecurity.
  - Acquire the relevant knowledge and skills required to pass the ISO/IEC 27032 Lead Cybersecurity Manager certification exam.

**Audience:**

IT managers, cybersecurity leaders, risk and compliance managers, and security team heads.

**Course Title:**

**INCIDENT MANAGEMENT FOUNDATION (ISO/IEC 27035)**

**Course Duration:**

**3 DAYS**

**Course Overview**

ISO/IEC 27035 Foundation training enables you to learn the basic elements to implement an Incident Management Plan and manage Information Security Incidents. During this training course, you will be able to understand Information Security Incident Management processes.

After completing this course, you can sit for the exam and apply for the "PECB Certified ISO/IEC 27035 Foundation" credential. A PECB Foundation Certificate shows that you have understood the fundamental methodologies, requirements, and management approach.

**Learning Outcomes:**

- At the end of the training, the participant will be able to:
- Understand the basic concepts of Information Security Incident Management.
  - Acknowledge the correlation between ISO/IEC 27035 and other standards and regulatory frameworks.
  - Understand the process approaches used to effectively manage Information Security Incidents.
  - Acquire the relevant knowledge and skills required to pass the ISO/IEC 27035 Foundation certification exam.

**Audience:**

IT staff, security officers, incident response team members, and risk management professionals.

**Course Title:**

**LEAD INCIDENT MANAGER (ISO/IEC 27035)**

**Course Duration:**

**5 DAYS**

**Course Overview**

ISO/IEC 27035 Lead Incident Manager training enables you to acquire the necessary expertise to support an organization in implementing an Information Security Incident Management plan based on ISO/IEC 27035. During this training course, you will gain a comprehensive knowledge of a process model for designing and developing an organizational incident management plan. The compatibility of this training course with ISO/IEC 27035 also supports the ISO/IEC 27001 by guiding Information Security Incident Management.

After mastering all the necessary concepts of Information Security Incident Management, you can sit for the exam and apply for a "PECB Certified ISO/IEC 27035 Lead Incident Manager" credential. By holding a PECB Lead Incident Manager Certificate, you will be able to demonstrate that you have the practical knowledge and professional capabilities to support and lead a team in managing Information Security Incidents.

**Learning Outcomes:**

- At the end of the training, the participant will be able to:
- Master the concepts, approaches, methods, tools, and techniques that enable effective Information Security Incident Management according to ISO/IEC 27035.
  - Acknowledge the correlation between ISO/IEC 27035 and other standards and regulatory frameworks.
  - Acquire the expertise to support an organization to effectively implement, manage and maintain an Information Security Incident Response Plan.
  - Acquire the competence to effectively advise organizations on the best practices of Information Security Incident Management.
  - Understand the importance of establishing well-structured procedures and policies for Incident Management processes.
  - Develop the expertise to manage an effective Incident Response Team.
  - Acquire the relevant knowledge and skills required to pass the ISO/IEC 27035 Lead Incident Manager certification exam.

**Audience:**

Incident response managers, IT security leaders, risk managers, and cybersecurity team heads.

**Course Title:**

**RISK MANAGEMENT FOUNDATION (ISO/IEC 31000)**

**Course Duration:**

**3 DAYS**

**Course Overview**

The ISO 31000 Foundation training course presents the basic principles and approaches to managing risks and opportunities based on the guidelines of ISO 31000. This training course focuses on the main components of ISO 31000: basic terms and definitions, principles of risk management, risk management framework, and risk management process. In addition, each step of the risk management process is analysed and elaborated individually.

Upon completion of the training course, you can sit for the exam and apply to obtain the "PECB Certificate Holder in ISO 31000 Foundation" designation. The certificate demonstrates that you understand the fundamental concepts of risk and methodologies for risk management based on the guidelines of ISO 31000.

**Learning Outcomes:**

- At the end of the training, the participant will be able to:
- Summarize the main concepts and principles of risk management as articulated in ISO 31000.
  - Explain the ISO 31000 guidelines for establishing the risk management framework.
  - Describe the application of the risk management process per ISO 31000 guidelines.
  - Acquire the relevant knowledge and skills required to pass the ISO 31000 Foundation certification exam.

**Audience:**

Risk officers, project managers, compliance professionals, and operations managers.

**Course Title:**

**LEAD RISK MANAGER (ISO/IEC 31000)**

**Course Duration:**

**5 DAYS**

**Course Overview**

The ISO 31000 Lead Risk Manager training course helps participants develop the competence to support an organization, and create and protect its value by managing risks, making decisions, and improving performance using the ISO 31000 guidelines. It provides information regarding the core elements and the effective implementation of a risk management framework, the application of the risk management process, and the actions necessary for the successful integration of these elements to meet organizational objectives. Furthermore, it guides the selection and application of techniques for assessing risks in a wide range of situations.

Upon completion of the training course, participants can sit for the exam and apply to obtain the "PECB Certified ISO 31000 Lead Risk Manager" credential. The credential demonstrates that the participant possesses the theoretical and practical knowledge and professional capabilities to support and lead risk management processes based on ISO 31000 guidelines and best practices in this field.

**Learning Outcomes:**

- At the end of the training, the participant will be able to:
- Demonstrate understanding of risk management principles, as formulated in ISO 31000.
  - Establish, maintain, and continually improve a risk management

framework, per ISO 31000 guidelines.

- Apply the risk management process, per ISO 31000 guidelines.
- Plan risk recording and reporting processes, as well as risk communication activities.
- Monitor, review, and improve the risk management framework and process based on the outcomes of risk management activities.
- Acquire the relevant knowledge and skills required to pass the ISO 31000 Lead Risk Manager certification exam.

**Audience:** Risk managers, senior risk officers, compliance leaders, and governance professionals.

**Course Title:** BUSINESS CONTINUITY LEAD AUDITOR (ISO/IEC 22301)

**Course Duration:** 5 DAYS

**Course Overview** Attending this training course allows you to obtain the knowledge and skills to plan and carry out audits in compliance with ISO 19011 and the certification process according to ISO/IEC 17021-1.

Through interactive sessions, explanatory information, exercises, and questions for discussion, you will be able to acquire knowledge on the business continuity management system as well as audit techniques and become competent to perform a BCMS audit by applying widely recognized audit principles, procedures, and techniques, and to manage an audit program and an audit team.

**Learning Outcomes:**

At the end of the training, the participant will be able to:

- Explain the fundamental concepts and principles of a business continuity management system (BCMS) based on ISO 22301.
- Interpret the ISO 22301 requirements for a BCMS from the perspective of an auditor.
- Evaluate the BCMS conformity to ISO 22301 requirements, per the fundamental audit concepts and principles.
- Interpret the requirements of ISO 22301 in the context of a BCMS audit.
- Plan, conduct, and close an ISO 22301 compliance audit, per ISO/IEC 17021-1 requirement, ISO 19011 guidelines, and other best practices of auditing.
- Manage an ISO 22301 audit program.
- Acquire the relevant knowledge and skills required to pass the ISO/IEC 22301 Lead Auditor certification exam.

**Audience:** Business continuity managers, auditors, risk and compliance officers, and operations leaders.

**Course Title:** BUSINESS CONTINUITY LEAD IMPLEMENTER (ISO/IEC 22301)

**Course Duration:** 5 DAYS

**Course Overview** This training course is designed to prepare its participants to implement a business continuity management system (BCMS) in compliance with the requirements of ISO 22301. Attending this training course allows you to gain a comprehensive understanding of the best practices of the business continuity management system and to be able to establish a framework that allows the organization to continue operating efficiently during disruptive events.

**Learning Outcomes:** At the end of the training, the participant will be able to:

- Project managers and consultants involved in business continuity
- Expert advisors seeking to master the implementation of the business continuity management system.
- Individuals responsible to maintain conformity with BCMS requirements within an organization;
- Members of the BCMS team.
- Acquire the relevant knowledge and skills required to pass the ISO 22301 Lead Implementer certification exam.

**Audience:** Business continuity managers, project managers, risk officers, and operations leaders.

**Course Title:** ARTIFICIAL INTELLIGENCE FOUNDATION (ISO/IEC 42001)

**Course Duration:** 3 DAYS

**Course Overview** The PECB Artificial Intelligence Foundation (ISO/IEC 42001) course provides an introduction to the fundamental concepts and principles of an Artificial Intelligence Management System (AIMS) based on ISO/IEC 42001. It covers essential aspects such as understanding the organizational context, establishing AI policies, planning for risk management, and the importance of internal audits, management reviews, and continual improvement.

**Learning Outcomes:**

- Understand the fundamental concepts of artificial intelligence and the structure of an AIMS.
- Comprehend the requirements of ISO/IEC 42001 and how they apply to organizations.
- Recognize the importance of internal audits, management reviews, and continual improvement in an AIMS.

**Audience:**

Business leaders, IT professionals, innovation teams, and AI enthusiasts.

**Course Title:**

**ARTIFICIAL INTELLIGENCE LEAD IMPLEMENTER (ISO/IEC 42001)**

**Course Duration:**

**5 DAYS**

**Course Overview**

The PECB Artificial Intelligence Lead Implementer (ISO/IEC 42001) training course is designed to prepare participants to implement an Artificial Intelligence Management System (AIMS) in accordance with ISO/IEC 42001. It provides the necessary competencies to effectively translate AI strategies into actionable solutions, covering best practices and frameworks for successful integration within organizations.

**Learning Outcomes:**

- At the end of the training, the participant will be able to:
- Develop a comprehensive understanding of ISO/IEC 42001 requirements for an AIMS.
  - Gain the skills to establish, implement, operate, maintain, and continually improve an AIMS.
  - Learn to effectively manage AI projects and ensure responsible AI management within an organization.

**Audience:**

AI project managers, implementation leads, IT managers, and innovation leaders.

**Course Title:**

**ARTIFICIAL INTELLIGENCE LEAD AUDITOR (ISO/IEC 42001)**

**Course Duration:**

**5 DAYS**

**Course Overview**

The PECB Artificial Intelligence Lead Auditor (ISO/IEC 42001) course enables participants to gain the necessary expertise to audit Artificial Intelligence Management Systems (AIMS) by applying widely

recognized audit principles, procedures, and techniques. It prepares individuals to plan and conduct ISO/IEC 42001 audits based on best audit practices.

**Learning Outcomes:**

At the end of the training, the participant will be able to:

- Understand the fundamental concepts and principles of an AIMS based on ISO/IEC 42001.
- Interpret ISO/IEC 42001 requirements from the perspective of an auditor.
- Plan, conduct, and close an ISO/IEC 42001 compliance audit in accordance with international standards and best practices.

**Audience:**

All auditors, compliance officers, risk managers, and IT governance professionals.

**Course Title:**

**QUALITY MANAGEMENT LEAD IMPLEMENTER (ISO 9001)**

**Course Duration:**

**5 DAYS**

**Course Overview**

The PECB Quality Management Lead Implementer (ISO 9001) training course aims to help participants develop the competence necessary to establish, implement, operate, maintain, and continually improve a Quality Management System (QMS) based on ISO 9001. It provides in-depth knowledge of ISO 9001 requirements and best practices for QMS implementation.

**Learning Outcomes:**

At the end of the training, the participant will be able to:

- Explain the fundamental concepts and principles of a QMS based on ISO 9001.
- Interpret ISO 9001 requirements from the perspective of an implementer.
- Initiate and plan the implementation of a QMS using best practices.
- Support an organization in operating, maintaining, and continually improving a QMS.
- Prepare an organization for a third-party certification audit.

**Audience:**

Quality managers, process owners, operations leaders, and compliance professionals.

**Course Title:** QUALITY MANAGEMENT LEAD AUDITOR (ISO 9001)

**Course Duration:** 5 DAYS

**Course Overview** The PECB Quality Management Lead Auditor (ISO 9001) course enables participants to develop the necessary competence to perform Quality Management System (QMS) audits by applying widely recognized audit principles, procedures, and techniques. It combines the requirements of ISO/IEC 17021-1, the recommendations of ISO 19011, and other good practices of auditing into a comprehensive methodology.

**Learning Outcomes:** At the end of the training, the participant will be able to:

- Explain the fundamental concepts and principles of a QMS based on ISO 9001.
- Interpret ISO 9001 requirements from the perspective of an auditor.
- Evaluate QMS conformity to ISO 9001 requirements in accordance with fundamental audit concepts and principles.
- Plan, conduct, and close an ISO 9001 compliance audit in accordance with international standards and best practices.

**Audience:** Quality auditors, compliance officers, process owners, and operations managers.

**OTHERS**

**Course Title:** PROFESSIONAL SCRUM MASTER (PSM)

**Course Duration:** 2-3 DAYS

**Course Overview** The Professional Scrum Master course builds a strong understanding of Scrum principles and how to apply them effectively in real-world projects. Participants learn the role of the Scrum Master, how to support high-performing teams, and how to enable agility across the organization using the Scrum framework.

**Learning Outcomes:**

- Understand Scrum values, roles, events, and artifacts
- Effectively perform the Scrum Master role
- Facilitate collaboration within Scrum teams
- Remove impediments and support continuous improvement
- Apply Scrum practices to real project scenarios
- Prepare for the Professional Scrum Master (PSM I) certification

**Audience:** Aspiring Scrum Masters, Project Managers, Team Leads, Product Owners, Agile Practitioners, and professionals transitioning to Agile ways of working

**Course Title:** LEAN SIX SIGMA YELLOW BELT

**Course Duration:** 3 DAYS

**Course Overview** Lean Six Sigma Yellow Belt introduces process improvement principles and data-driven thinking. Participants gain foundational skills to support improvement initiatives within their organizations.

**Learning Outcomes:**

- Understand Lean and Six Sigma concepts
- Support improvement projects
- Use basic improvement tools
- Participate in team-based initiatives
- Prepare for Yellow Belt certification

**Audience:** Professionals involved in improvement initiatives

**Course Title:** LEAN SIX SIGMA GREEN BELT

**Course Duration:** 5 DAYS

**Course Overview** Green Belt certification develops advanced problem-solving and process improvement capability.  
Participants lead improvement projects using Lean Six Sigma methodologies and tools.

**Learning Outcomes:**

- Lead improvement projects
- Apply DMAIC methodology
- Analyze data effectively
- Drive process improvements
- Prepare for Green Belt certification

**Audience:** Managers, process improvement professionals



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