



Course Catalogue 2024

ENJOY GROUP DISCOUNTS

50% discount from the normal fee for the 6th participant.
OR 100% discount for the 11th participant.

Applicable for registrations of same course title, date & company.

REGISTER ONLINE

www.ACESLearningHub.com

Our courses are not SFC-eligible.



Our Courses


COURSE NAME	FORMAT	DURATION	NORMAL FEE	DISCOUNT FEE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
LEADERSHIP COURSES																
Effective Supervisory Skills ^(*) (view online)	Face to Face	2 days	\$ 950	\$ 750	11-12		21-22		7-8		4-5		12-13		21-22	
Influencing & Building Teams (view online)	Face to Face	1 day	\$ 650	\$ 450		1				11				8		
Leadership Development - Self (view online)	Face to Face	1 day	\$ 650	\$ 450	5				7			1			5	
BUSINESS WRITING COURSES																
Effective Email Writing (view online)	Face to Face	1 day	\$ 750	\$ 550	30		5		16		12		3		1	
Effective Minutes-Writing Skills (view online)	Face to Face	1 day	\$ 750	\$ 550	23		1		17		16		6		5	
Effective Report-Writing (view online)	Face to Face	1 day	\$ 750	\$ 550		20				11		1		15		3
Grammar in Business (view online)	Face to Face	1 day	\$ 750	\$ 550		2				21			20			10
Write Concisely & Managing Stress (view online)	Face to Face	1 day	\$ 750	\$ 550		23		16		20			10			5
Writing in Response to Complaints (view online)	Face to Face	1 day	\$ 750	\$ 550			12					13			14	

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PERSONAL EFFECTIVENESS COURSES																
Brain-Influencing Techniques for Effective Persuasion (view online)	Face to Face	1 day	\$ 650	\$ 450		2				4				11		
Creative & Pragmatic Approach to Problem Solving (view online)	Face to Face	1 day	\$ 750	\$ 550	4				14		23		16			16
Effective Time Management (view online)	Face to Face	1 day	\$ 650	\$ 450	9			2			11			18		9
Enhancing Your Value @ Work (view online)	Face to Face	1 day	\$ 750	\$ 550	16		15			14			26			
From Sun Tzu to Critical Thinking: An Ancient Perspective on Modern Reasoning (view online)	Face to Face	1 day	\$ 798	\$ 598		22				14		23		15		
Growth Mindset at the Work (view online)	Face to Face	1 day	\$ 780	\$ 580	9				31				3			18
Mental Health & Mindfulness (view online)	Face to Face	1 day	\$ 750	\$ 550	12				17				20		15	
Optimise Your Performance (view online)	Face to Face	1 day	\$ 650	\$ 450	10		14			13			19		7	
Productive Habits: The Key To Be Productive Everyday (view online) 	Face to Face	1 day	\$ 750	\$ 550		26				25				17		
Using EQ At Work (view online)	Face to Face	1 day	\$ 750	\$ 550	30				10				13			4
Winning Difficult People in the Workplace (view online)	Face to Face	1 day	\$ 750	\$ 550	31		26		31		23		17			

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COMMUNICATION COURSES																
Business Presentations to Impress ^(*) (view online)	Face to Face	2 days	\$ 1,000	\$ 810	25-26			4-5			30-31			24-25		
Presenting to Impress (view online)	Face to Face	1 day	\$ 750	\$ 550		20			30			22			12	
Speak Properly (view online)	Face to Face	1 day	\$ 750	\$ 550		29				12		23			15	
Effective Communication Techniques (view online)	Face to Face	1 day	\$ 650	\$ 450		1			16		11			14		12
Effective Team Communication (through experiential learning) (view online)	Face to Face	1 day	\$ 650	\$ 450		22				6					28	
Influencing all Personality Types (view online)	Face to Face	1 day	\$ 750	\$ 550	10		7					13		4		6
Working Effectively with all Personality Types ^(*) (view online)	Face to Face	2 days	\$ 850	\$ 650		15-16			14-15			20-21		8-9		12-13
Successful Communication & Relationship Management (view online)	Face to Face	1 day	\$ 750	\$ 550		6		16				16				10
CUSTOMER SERVICE COURSES																
Effective Telemarketing Techniques (view online)	Face to Face	1 day	\$ 650	\$ 450			12					15				
Exploring Customer Behaviour and Interpreting Their Body Language (view online) 	Face to Face	1 day	\$ 750	\$ 550	17					13				16		
Influencing Difficult Customers (view online)	Face to Face	1 day	\$ 650	\$ 450		21				7				9		

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HALF-DAY COURSES																
EQ – Overcoming Challenges at work (view online)	Face to Face	½ day	\$ 550	\$ 350				3			12					
Effective Communication in the Workplace (view online)	Face to Face	½ day	\$ 550	\$ 350	18			18				15				
Effective Telephone Skills (view online)	Face to Face	½ day	\$ 550	\$ 350			14						26			
Managing Stress (view online)	Face to Face	½ day	\$ 550	\$ 350			19		29			16				17
Performance Appraisal Reviews Made Easy (view online)	Face to Face	½ day	\$ 600	\$ 400			7	23						18		
Personal Effectiveness (view online)	Face to Face	½ day	\$ 550	\$ 350		15					18					
Sharpen Your Assertiveness (view online)	Face to Face	½ day	\$ 580	\$ 380	5		8			5		27		4		18
Write Concisely (view online)	Face to Face	½ day	\$ 590	\$ 390	9		6				9				6	

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