

**INFOCREDIT PROFESSIONAL EDUCATION (IPE)**  
**TRAINING CALENDAR – 1<sup>st</sup> SEMESTER 2018**

<b>COURSE TITLE</b>	<b>DATES</b>	<b>CPD Units</b>	<b>LOCATION</b>
<b>Improvement of business productivity using the Project Management Methodology (PMI)</b>	<b>26 &amp; 27 February</b>	<b>14</b>	<b>NICOSIA</b>
<b>GDPR</b>	<b>08 &amp; 09 March 07 &amp; 08 May</b>	<b>14</b>	<b>NICOSIA LIMASSOL</b>
<b>Anti-Money Laundering &amp; Counter Terrorism Financing</b>	<b>02 &amp; 03 May 15 &amp; 16 May 22 &amp; 23 May</b>	<b>10</b>	<b>NICOSIA LARNACA LIMASSOL</b>
<b>ID Verification for Identifying Counterfeit Documents</b>	<b>TBA</b>	<b>6</b>	<b>N/A</b>
<b>Effective Management &amp; Leadership</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>Strategy &amp; Innovation in SMEs</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>HR Manual Workshop</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>Corporate Governance and its Application in Modern Enterprises</b>	<b>TBA</b>	<b>7</b>	<b>N/A</b>
<b>Employment Law and Employee Dispute Resolution Techniques</b>	<b>TBA</b>	<b>6.75</b>	<b>N/A</b>
<b>DPO (Data Protection Officer)</b>	<b>TBA</b>	<b>14</b>	<b>N/A</b>

<b>Reinventing Performance Management: Best Practices for Optimal Business</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>Excellent Customer Service</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>Social Media Marketing</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>Win-Win Negotiations: Tactics &amp; Skills</b>	<b>TBA</b>	<b>7</b>	<b>N/A</b>
<b>Sales Skills</b>	<b>TBA</b>	<b>-</b>	<b>N/A</b>
<b>Credit Risk Policy &amp; Debt Collection</b>	<b>TBA</b>	<b>11.5</b>	<b>N/A</b>
<b>How Mediation Works</b>	<b>TBA</b>	<b>7</b>	<b>N/A</b>