

Course Calendar (by Category)

for February to May 2012



Communications Engineering Limited specializes in providing world-class quality Management Skills, Personal Effectiveness, Speciality Skills and IT training. For more than 25 years, CEL has developed an excellent reputation for delivering real world value-added training. The client base includes many Fortune 500 multinational corporations, HKSAR government, public and private sectors of Hong Kong and Macau as well as throughout the Asia Pacific region.

Our carefully-designed course schedule provides comprehensive and structured suites of courses that meets career development needs of working professionals. Our pool of experts allow us to offer the best combination available in terms of technology, expertise and versatility.

Supervisory and Managerial Skills and Leadership

<input type="checkbox"/> Leadership Skills Workshop	[C/E] February
<input type="checkbox"/> Blue Ocean Strategic Thinking 「藍海」戰略思維	[C/E] February
<input type="checkbox"/> Blue Ocean Change Management 「藍海」變革管理	[C/E] February
<input type="checkbox"/> Crisis Management	[C/E] Feb/May
<input type="checkbox"/> Survival Skills for Managers and Supervisors	[C/E] March
<input type="checkbox"/> Coaching Fundamentals	[C/E] March
<input type="checkbox"/> Performance Management Workshop	[E] April
<input type="checkbox"/> Interviewing Skills Workshop	[E] April
<input type="checkbox"/> Leadership Skills Workshop	[C/E] April
<input type="checkbox"/> Motivating Generation Y staff	[C/E] May
<input type="checkbox"/> Blue Ocean Strategic Thinking	[C/E] May

Organisational Leadership (for executives)

<input type="checkbox"/> The Emotionally Intelligent Leader	NEW [E] May
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Information Technology (IT)

<input type="checkbox"/> Web Application Security : Hacker Attacks & Defense	Hands-on [E] February
<input type="checkbox"/> Web Application Testing : Principles & Practice	Hands-on [E] February
<input type="checkbox"/> Cloud Computing For Business & IT Professionals (Hands-on)	NEW [E] February
<input type="checkbox"/> Cloud Computing Systems - Analysis & Testing (Hands-on)	NEW [E] February
<input type="checkbox"/> Business Consulting Skills for IT Professionals	[E] May
<input type="checkbox"/> Managing Complex and Large Scale Projects	[E] May
<input type="checkbox"/> The system Requirement Journey	[E] May

Staff Engagement Series

<input type="checkbox"/> Engaging Employees	[C/E] February
<input type="checkbox"/> Maximum Contribution, Maximum Satisfaction	[C/E] February

Writing Skills

<input type="checkbox"/> Persuasive Business Writing 2012 (enhanced for 2012)	[C/E] Mar/May
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Project Management

<input type="checkbox"/> Effective Project Planning & Control	NEW [C/E] March
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Personal Effectiveness

<input type="checkbox"/> Managing Your Time and Priorities	[C/E] February
<input type="checkbox"/> Presentation Skills Workshop	[C/E] February
<input type="checkbox"/> Problem Solving and Decision Making	NEW [C/E] February
<input type="checkbox"/> Win Win Negotiation	[C/E] February
<input type="checkbox"/> Creative and Innovative Thinking	[C/E] March
<input type="checkbox"/> Time and Task Management	[C/E] March
<input type="checkbox"/> Effective Communication via an Understanding of Enneagram	NEW [C/E] March
<input type="checkbox"/> Effective Communication and Interpersonal Skills	[C/E] March
<input type="checkbox"/> Delivering Creative, Influential and Effective Presentations	[C/E] April
<input type="checkbox"/> Professional Telephone Skills Workshop	[C/E] April
<input type="checkbox"/> Problem Solving and Decision Making	[C/E] April
<input type="checkbox"/> Win Win Negotiation	[C/E] April
<input type="checkbox"/> Effective Communication & Interpersonal Skills	[C/E] April
<input type="checkbox"/> Handling Difficult People	[C/E] May
<input type="checkbox"/> Assertiveness Skills Workshop	[C/E] May

Specialty Skills

<input type="checkbox"/> Vendor Management	NEW [E] February
<input type="checkbox"/> Think On Your Feet [®]	[C/E] February
<input type="checkbox"/> Professional Retail Selling	NEW [C/E] Feb/May
<input type="checkbox"/> Achieving Service Excellence	NEW [C/E] Mar/May
<input type="checkbox"/> Event Management	[C/E] April
<input type="checkbox"/> Corporate Imaging + Business Etiquettes	[C/E] April

Developing High Performance Teams Series (for Team Leaders)

<input type="checkbox"/> People Skills For Team Leaders	NEW [E] May
<input type="checkbox"/> Letting Go - Delegating Effectively	NEW [E] May
<input type="checkbox"/> Using Feedback to Guide, Develop and Motivate Your Team	NEW [E] May

Team Development & Communication Series (for Team Members)

<input type="checkbox"/> Listen Openly, Understand Fully, Respond Positively	NEW March
<input type="checkbox"/> Collaborating and Working with Different People	NEW March
<input type="checkbox"/> Constructive Team Conversations - Giving and Receiving Feedback	NEW March