T&P MANAGEMENT ACADEMY

Training schedule for 2010

Training	Training description	Scheduled date
Introduction to Information Security Management Systems	1 day training that explores in depth all of the business implications of the International Standard for Information Security Management (ISO27001:2005).	15 January 2010
Conceptual design of good presentation	3 day training aimed towards creation and improvement of capacities for presentation of own products and ideas, managing the available time to provide effective company presentation and making good professional impression, creating a good presentation and moderation.	25-27 January 2010
Capacity building for management consultants and business advisors	5 module workshop that covers the Management Consultants Competence framework and Business Advisors Framework, together with practical skills for preparation of consultants portfolio and success stories.	01 February – 05 March 2010
Overview of IT Governance	1 day workshop that covers the basic information about the IT Governance topic and roadmap.	05 – 06 February 2010
ISO 20000 Introduction	1 day training for providing a basic understanding of and reviewing the benefits of achieving ISO/IEC 20000:2005.	10 February 2010
Security Governance	1 day workshop that covers relevant topics form information security area, responsibilities of the manager, management commitment etc.	12 – 13 February 2010
IS/IT Strategic Planning	1 day workshop that covers the basic topics in the area of IS/IT strategic planning and IT management.	19 – 20 February 2010
Risk Management	2 day training that will explain all the stages of the risk management process, introducing key terms and definitions, explaining the key elements of performing a risk assessment as well as risk treatment and ongoing risk management.	24-25 February 2010
Overview of ICT standards, best practices and frameworks	1 day workshop that covers a wide selection of organizational and technical standards, best practices and frameworks relevant for the managing an ICT company, development of software and provision of IT services in general.	26 – 27 February 2010
Risk Management	1 day workshop that covers the most important topics from this wide area. Big part of the workshop will be dedicated on presentation of real work experiences and cases from the real projects.	05 – 06 March 2010
Effective team work	2 day training aimed towards establishment and managing of effective teams.	17-18 March 2010

ISO 20000 Implementation	3 day training intended for IT professionals and implementers who will be preparing organizations for achieving and / or certification based on ISO/IEC 20000.	13-15 April 2010 12-14 May 2010
Project Management Skills for Life	3 day training that teaches project management concepts and theories that will help participants to become better prepared to enter the technological world of today and tomorrow and/or prepare them for project management as a professional career.	27-28 April 2010
How to become a preferred partner	2 day training aimed towards creating a business partnership. Partnership is not an intuitive skill, so therefore it needs to be developed by key people in the company.	27-28 May 2010
Service Level Management	1 day training for preparation of companies for effective negotiation and establishment of Service Level agreements.	16 June 2010
Training and Consulting	3 day training for preparation for effective designing, developing and delivering training and consulting interventions.	14-16 September 2010
CISA	5 day training for preparation of professionals for the challenging CISA security exam and performing on-the-job tasks. Participants will gain the skills and knowledge of the core competencies required of a world class information security professional.	18–22 October 2009
IT Security Manager	3 day training to educate IT-Security Managers, system administrators, experienced project managers and directors, risk managers, educational decision makers, who are forced by the current global and European development towards an e-society to change and prepare their organizations from a traditional environment to an e-commerce environment with specific IT-Security requirements.	2–4 November 2010

The proposed dates are flexible. We are ready to deliver these trainings upon request of group of potential participants or upon company request.