CORPORATE TRAINING CALENDAR 2020

CBS

CENTRE FOR BEHAVIORAL SCIENCE

Professional Training for the Real World

Customized Training & Development

CBS offers tailored training solutions that deliver positive cost benefits, maximise employees' potential and increase productivity to our client organisations. We work closely with our clients to understand their training objectives and needs during the programme development process.

Benefits To You

Professional Training Support, Coordination and Evaluation

A training project coordinator is assigned specifically to partner with you on your company's training projects assessing needs, overseeing course development, finding and hiring instructors, scheduling classes, ordering materials, registering participants, and following through with evaluation tools to make sure your employees and managers achieve their training objectives.

High Quality Training Customized To Your Company's Needs

We work with you to ensure training is focused on your needs and is consistent with your company's business philosophy and culture.

Improved Employee Performance

Job specific customized training can enhance performance, increase productivity, and improve morale.

Attract And Retain Skilled Employees

In the current job market employees value companies that invest in their development.

Expert Instruction By Facilitators

We draw upon experts from a variety of fields and match instructors to your company's personality and needs. We can also develop your internal experts as trainers.

Flexible Scheduling

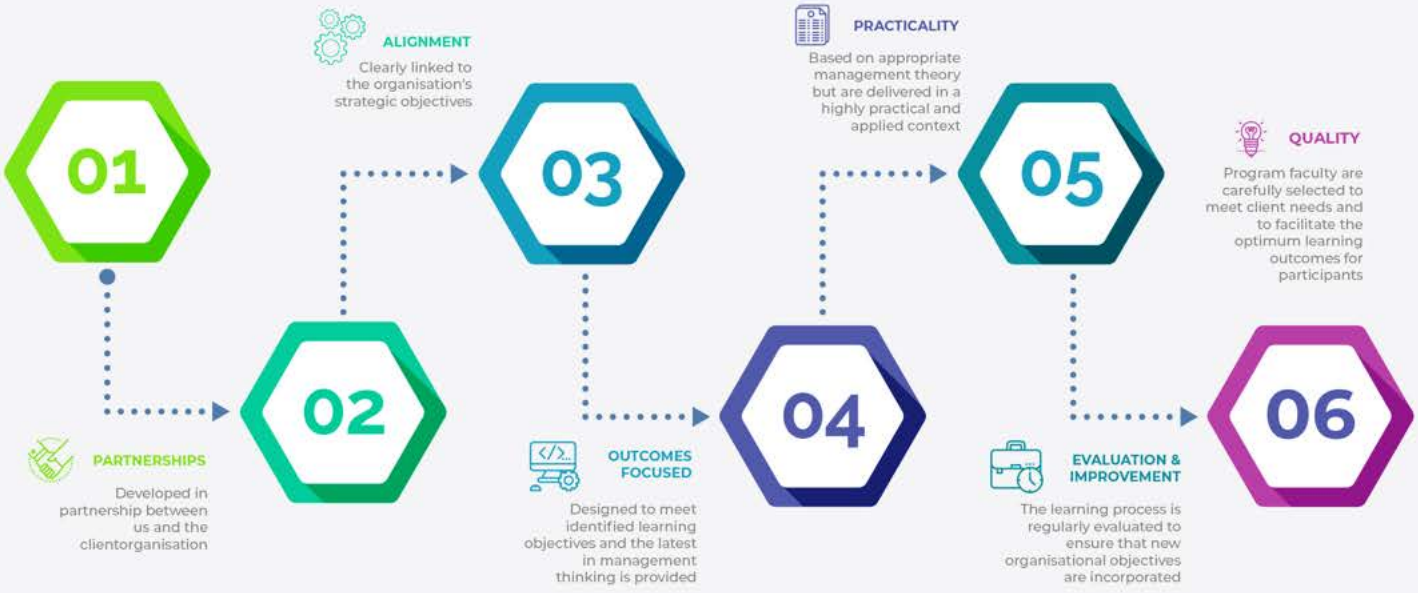
Besides providing training externally, we can also bring training to your site according to your needs.

A Partner Focused on Your Business Success

We are part of the business community and are committed to the long term development of the training industry in Singapore. We will do our utmost to ensure your needs are met because we believe in long term business partnership.

Our Approach

Customised corporate programs is based on the following key principles:



Programme Calendar 2020

Courses	Facilitator	Duration	Fees	Dates
Behavioural Psychology				
Body Language & Self Confidence - Powerful Tools for Effective Communication	Patrick O'Brien	1	500	12 Mar | 30 Sep
The Secrets of Successful Body Language in the Workplace - Engage with others using persuasive verbal and body language	Pamela 'Puja' Kirpalani	1	500	15 Jan | 15 May | 4 Nov
Secrets of Persuasion - Learn the Psychology of Persuasion and Influence	Ivan Phua	2	850	5 & 6 Mar | 16 & 17 Jul | 26 & 27 Nov
Anger and Stress Management - Defusing Anger into Constructive Energy at Work	Ivan Phua	1	500	20 Feb | 9 July | 16 Oct
WORRIERS TO WARRIORS™ - Managing Day to Day Emotion and Stress	Angie Toh	1	500	10 Jan | 25 Sep
The Stress Free Way to Deal with Difficult and Negative People at Work	Angie Toh	1	500	5 Mar | 15 Jul | 6 Nov
Mindfulness at Work - Managing Anxiety and Stress through Mindfulness & Stress Reduction Techniques	Angie Toh	1	500	14 Feb | 12 Jun | 4 Dec
Standing Out from the Crowd as a Manager - With Mindfulness	Yeo Chong Yuen	1	500	28 Feb | 21 Aug
Develop Inner Peace and Joy with Mindfulness	Yeo Chong Yuen	1	500	26 Mar | 17 Jul | 19 Nov
COACHING IN THE MOMENT - A must-have skill for busy leaders to get work done and develop people at the same time with less time	Tan Swee Heng	1	500	19 Feb | 20 Nov
THE PSYCHOLOGY OF DYNAMIC NEGOTIATION - Acquire Dynamic Negotiation Tactics and Psychological Strategies for Win-Win Outcome	Wekie Tay	1	500	4 Mar | 9 Sep
Uncover The Secrets Of Body Language – Master The Powerful Tool For Effective Communication	John Sih	1	500	22 Apr | 21 Oct
Service Excellence				
Wooing Unhappy Customers in Service Recovery - Turning Unhappy Customers into Money	Catherine Syn	1	500	7 Jan | 5 Jun
Handling Angry, Hostile and Abusive Customers	Catherine Syn	1	500	27 Feb | 21 Aug
Beyond 'Hello' - A Practical Guide for Excellence in Customer Care and Loyalty	Catherine Syn	1	500	12 Feb | 28 Aug
Managing Upset Customers Constructively and Learning from Service Breakdowns	Catherine Syn	1	500	13 Mar | 11 Sep
Pleasing Difficult Customers Professionally - Creating Delight, Preventing Dissatisfaction, and Pleasing Your Hardest-to-Please	Catherine Syn	1	500	1 July
Personal Effectiveness & Mastery				
Boost Your Brain & MEMORY Power at the Workplace	David Kee	1	500	3 Mar | 3 July | 24 Sep
KAIZEN for Continuous Improvement and Boosting Efficiency at Work	Andrew Cheah	2	850	16 & 17 Jan | 17 & 18 Sep
Be a Magnet of Success – Success is Definitely Possible!	John Sih	1	500	28 May | 25 Nov
Ultimate Guide for Secretary, PA, Admin Managers and Executive Assistant	Catherine Syn	1	500	5 Mar | 11 Jun | 18 Nov
The Heart At Work' Mindset™- Fuel your Work with Positive Energy to Increase Work Productively	Catherine Syn	1	500	11 Feb | 27 Nov

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Personal Effectiveness & Mastery				
Presentational Skills & Storytelling Techniques - Start Embracing Storytelling to Engage, Influence and Bring your Ideas to Life	Patrick O'Brien	1	500	21 Jan | 21 Aug
Influential Writing - Writing for Influence and Impact	Patrick O'Brien	1	500	12 Feb | 2 Oct
Mind Your English Language and Grammar Brush Up - From Singlish to Standard English	Sandra Sandu	1	500	17 Jan | 6 Mar | 18 Jun | 28 Aug | 29 Oct | 4 Dec
Fine Tune Your English Grammar (Advanced Level)	Sandra Sandu	1	500	26 Feb | 24 Jul | 6 Nov
Effective Meeting Minutes Writing - Prepare and Publish Minutes with Perfection	Sandra Sandu	1	500	4 Sep
Turn your Fear into F.I.R.E.: How to Boost your Self-Confidence for Success at Work and in Life	Karolina Gwinner	1	500	11 Mar | 15 Oct
Presentation Design Truths Exposed - Techniques That Captivate The Hearts And Minds of Your Audience	Kelvin Lee	2	850	21 & 22 Apr | 8 & 9 Oct
Creating Impactful Infographics to Capture Your Audience using Microsoft PowerPoint	Kelvin Lee	1	500	14 Jan | 22 Jul | 5 Nov
DYNAMIC FACILITATION SKILLS - Learn How to Better Deliver Facilitated Sessions such as Meetings, Focus Group Discussions and Action Planning Strategies	Wekie Tay	1	500	11 Mar | 18 Sep
Critical Thinking Skills: Achieving the best possible outcomes in any situation	Ivan Phua	1	500	20 Mar | 26 Jun | 19 Nov
Microsoft Excel 2016 Essential Skills for Data Analysis & Interpretation	Valene Ang	2	850	16 & 17 Jan | 14 & 15 May | 24 & 25 Sep
Mastering Excel 2016 PivotTable Basic to In-Depth Skills for Business Analysis and Reporting	Valene Ang	2	850	20 & 21 Feb | 17 & 18 Aug | 12 & 13 Nov
Mastering Advanced Functions in Microsoft Excel 2016	Valene Ang	1	500	18 Mar | 20 May | 5 Aug
HR, Leadership, Supervisory and Managerial Skills				
Leadership Communication with Impact - Become a leader communicator who connects and resonates with any stakeholders	Leonardo Talpo	1	500	13 Mar | 17 Jul
Mastering Managerial & Supervisory Skills - Modeling, Inspiring & Getting the Best from your People	Leonardo Talpo	1	500	28 Feb | 19 Jun | 20 Nov
Becoming a Remarkable Leader - Unlock the Key to Become an Exceptional Leader	Leonardo Talpo	2	850	20 & 21 Feb | 22 & 23 Sep
Business & Email Writing Skills				
High Impact Reports and Proposal Writing	Sandra Sandu	1	500	21 Feb | 23 Oct
Powerful Email Techniques to Write Better Emails and Get More Done Faster than Ever Before	Sandra Sandu	1	500	5 Mar | 19 Jun | 11 Sep | 9 Dec
Writing in Response to Customer Complaints	Sandra Sandu	1	500	27 Feb | 17 Jul | 20 Nov
Proofreading for Zero Grammar Errors	Sandra Sandu	1	500	13 Mar | 25 Jun | 10 Dec
Persuasive Writing Secrets: How To Write & Convince People	Tylus Lim	1	500	17 Apr | 11 Nov

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Communications				
PSYCHO-GEOMETRICS: Improve Communication and Influencing Skills Using Shapes	John Sih	1	500	4 Mar | 18 Sep
Brain-Influencing Secrets: Practical Methods to Persuade & Convince Others	Tylus Lim	1	500	17 Jan | 20 Aug
Security, Fraud & Investigation				
Interrogation Vs Investigative - Interview Implication on Evidence	Shairi	2	900	17 & 18 Jun | 3 & 4 Dec
CCTP - Certified Counter Terrorism Practitioner	Samuel Bashan	3	2400	Apr | Aug | Nov
Combating Fraud: 360 Degrees in Fraud Risk Management	Jessica Hong	2	850	27 & 28 Aug

The information provided in this publication is accurate at the time of printing. Centre For Behavioral Science Pte Ltd reserves the right to vary the information provided in this publication at any time without prior notice.

Soft Skills Training

Personal & Interpersonal Skills

In this increasingly competitive world, the accomplishment of jobs has evolved to more than just having qualifications and technical skills. In addition to better occupational knowledge, employers are also looking out for employees with 'softer' management skills.

Soft skills are personal attributes and competences that enhance an individual's ability to interact effectively with others and are broadly applicable both in and outside the workplace. Soft skills are actually life skills that everyone should have to enhance professional relationships and job performance in order to become more successful at specific stages of life and career.

Professional Skills Training

Staying Ahead Of Competition

In today's business scenario, senior executives and executives alike find themselves compelled to make the right decision on issues with multiple dimensions at the drop of a hat.

As the business scenario changes, they must quickly assess new opportunities and put in place the necessary strategies to take advantage of them. We work closely with academic and industry experts with forward-thinking minds to design and deliver our executive courses so that they are practical and the latest in in-demand skills.

Every course is interactive, participatory and includes reinforcement activities. This helps professionals to make good decisions and learn how new concepts, which will allow them to embrace change so as to catalyse success in their industries.

Stay In Touch With Us

3 Coleman Street, #04-35, Peninsula Shopping Centre,
Singapore 179804

Tel: +65 6278 9785
Email: enquiry@cbs.com.sg
Web: www.cbs.com.sg