

HRODC Training Institute



Course # 032 Block 1

Postgraduate Programme

**Management Organisation and Management:
An Introduction**

Course or Seminar

Leading To

DIPLOMA - POSTGRADUATE IN

**M Fundamentals of Organisation and Management
and Block 1 EX MBA**

Progressing To a Masters Degree

MBA – MSc – MA

2012-2013 Mini-Schedules

Seminar (Public Course) Schedule

HRODC

876538



Prof. Dr. R. B. Crawford - Director HRODC Postgraduate Training Institute

PhD (London), MEd.M. (Bath), Adv. Dip. Ed. (Bristol), PGCIS (TVU), ITC (UWI), MAAM, MAOM, LESAN, MISGS. Visiting Prof. P.U.P.

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HRODC Training Institute		

2012-2013 Course Mini-Schedules

Organisation and Management: An Introduction

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Director - HRODC Training Institute		
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2012-2013 Mini-Schedule

Seminar (Public Course) Schedule

HRODC Training Institute, London UK, Wolverhampton UK – with Course Delivery in London UK, Birmingham UK, Dubai, Dublin, Kuala Lumpur, Abuja, Cairo, Milan, Paris, Brussels, Athens, Durban, Johannesburg, Jeddah, Abu Dhabi, Caracas, Tripoli, Manama, Manila, Toronto, Amman & other International Locations

HRODC Postgraduate Training Institute - London UK - Wolverhampton UK is Registered with the UK Register of Learning Providers (UKRLP), of the Department for Innovation, Universities and Skills (DIUS), for the Provision of Postgraduate Courses – MA, MBA, BSc, Executive MBA, Postgraduate Diploma, Diploma - Postgraduate. Its Registration Number is: 10019585 and can it be Verified at: <http://www.ukrlp.co.uk/> and <http://www.learning-directory.co.uk>. It is Listed in Skills Active: <http://www.skillsactive.com/careers>; Careers Advice: <http://careersadvice.direct.gov.uk>; Direct Gov: <http://careersadvice.direct.gov.uk>; Employer Guide to Training: www.educationuk.org; Learning Bank: <http://www.learning-bank.co.uk/>; Yorkshire & Humberside LSC Website: <http://www.yhtap.com/>; WM Learning Directory: <http://www.wmld.org> and other Government Training and Learning Directories. Full Time, On-Line and Short Courses delivered in London, Dubai, Kuala Lumpur, Kuwait, Milan, Paris, Abuja, Jeddah, Riyadh, Durban, Johannesburg, Abuja, etc.

Seminar / Course No.	Seminar – Public Course – Title	Location	Duration	Dates	Venue	Highest Award	Cost Per Delegate
032 Block 1.a 🏠	Organisation and Management: An Introduction	Central London United Kingdom (UK)	5 Days	August 2012 06 - 10 (Mon – Friday)	HRODC Training Centre Central London UK	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,200.00
032 Block 1.b	Organisation and Management: An Introduction	Kuala Lumpur Malaysia	5 Days	July 2012 16 - 20 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.c	Organisation and Management: An Introduction	Dubai UAE	5 Days	September 2012 01 - 05 (Sat – Wednesday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00

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Organisation & Management: An Introduction Mini-Schedule

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032 Block 1.d	Organisation and Management: An Introduction	Milan Italy	5 Days	October 2012 08 - 12 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.e	Organisation and Management: An Introduction	Durban South Africa	5 Days	August 2012 20 - 24 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.f	Organisation and Management: An Introduction	Cairo Egypt	5 Days	June 2012 02 - 06 (Sat – Wednesday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.g	Organisation and Management: An Introduction	Brussels Belgium	5 Days	September 2012 17 - 21 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.h	Organisation and Management: An Introduction	Central London United Kingdom (UK)	5 Days	October 29, 2012 - November 02, 2012 (Mon – Friday)	HRODC Training Centre Central London UK	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,200.00
032 Block 1.i	Organisation and Management: An Introduction	Central London United Kingdom (UK)	5 Days	February 2013 04 - 08 (Mon – Friday)	HRODC Training Centre Central London UK	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,200.00
032 Block 1.j	Organisation and Management: An Introduction	Central London United Kingdom (UK)	5 Days	April 29, 2013 - May 03, 2013 (Mon – Friday)	HRODC Training Centre Central London UK	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,200.00
032 Block 1.k	Organisation and Management: An Introduction	Dubai UAE	5 Days	January 2013 06 - 10	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and	£3,600.00

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				(Sun – Thursday)		Management and Block 1 EX MBA	
032 Block 1.i	Organisation and Management: An Introduction	Kuala Lumpur Malaysia	5 Days	March 2013 11 - 15 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.m	Organisation and Management: An Introduction	Paris France	5 Days	May 2013 13 - 17 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.n	Organisation and Management: An Introduction	Amsterdam The Netherlands (Holland)	5 Days	April 2013 01 - 05 (Mon – Friday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00
032 Block 1.o	Organisation and Management: An Introduction	Doha Qatar	5 Days	June 2013 02 - 06 (Sun – Thursday)	TBA	HRODC Diploma - Postgraduate in Fundamentals of Organisation and Management and Block 1 EX MBA	£3,600.00

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Organisation & Management: An Introduction Mini-Schedule

These courses are available on Short Intensive, Full-Time and On-Line Delivery Modes. 'A.Learning' is our dedicated On-Line Learning Site, which is located at: <http://www.hrodc-business-products-and-services.com/>
 Courses of 3 months and more lead to a Postgraduate Diploma. Shorter Courses combine to form a full Postgraduate Diploma. All Postgraduate Diploma Holders can register for MBA, MSc or MA. All courses accumulate to a Masters Degree – MBA, MA, MSc – Click to view Postgraduate Degree (MBA, MSc, MA) Regulation.
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Course Number	Course Name and Award Name
<u>1</u>	Dynamics Of Organisational Change Management Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Organisational Change Management
<u>2</u>	Client Or Customer Care Seminar, Leading to HRODC Diploma - Postgraduate - in Client Or Customer Care
<u>3</u>	Trainer Training: Training for Trainers Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Trainer Training: Training for Trainers
<u>4</u>	Motivating Workers: Intrinsic and Extrinsic Rewards Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Worker Motivation
<u>5</u>	Employee Resourcing: Recruitment and Selection Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Employee Resourcing: Recruitment and Selection
<u>6</u>	Diversity Management: A Value-Added Inclusion Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Diversity Management
<u>7</u>	Research Project: Design, Conduct & Report Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Research Project Management
<u>8</u>	Anti-Dumping and Anti-Subsidy: Claims, Measures and Stance Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Anti-Dumping and Anti-Subsidy
<u>9</u>	Internal Audit, incorporating Corporate Governance and Financial Risk Management, Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Internal Audit
<u>10</u>	Human Resource Management (HRM): A Practitioner's Approach Seminar (public course), Leading to HRODC Postgraduate Diploma in Human Resource Management (HRM)
<u>11</u>	Financial Risk Management Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Financial Risk Management
<u>12</u>	Judges Seminar (public course) 1: Dealing with Economic and Financial Crimes Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Judging Economic and Financial Crimes
<u>13</u>	Judges Seminar (public course) 2: The UK Legal System – Court Organisation, Management & Sentencing Seminar (public course), Leading to HRODC Diploma - Postgraduate - in UK Legal System: Court Organisation and Management
<u>14.1</u>	Fundamentals of The Automotive Industry Part 1, Leading to HRODC Postgraduate Diploma in Fundamentals of Automotive Industry Part 1
<u>14.2</u>	Fundamentals of The Automotive Industry Part 2, Leading to HRODC Postgraduate Diploma in Fundamentals of Automotive Industry Part 2
<u>15</u>	Advanced Project Management Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Advanced Project Management

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<u>16</u>	Productivity Improvement Seminar (public course), Leading to HRODC Diploma - Postgraduate - in Productivity Improvement
<u>17</u>	Comprehensive Real Estate Management Seminar (Public Course), Leading to HRODC Postgraduate Diploma in Comprehensive Real Estate Management
<u>18</u>	Real Estate Management: An Introduction Seminar, Leading to HRODC Diploma - Postgraduate - in Introduction to Real Estate Management
<u>19</u>	Conveyancing and Property Valuation Seminar, Leading to HRODC Diploma - Postgraduate - in Conveyancing and Property Valuation
<u>20</u>	Human Resource Management (HRM): A Comprehensive View Seminar, Leading to HRODC Postgraduate Diploma in Comprehensive Human Resource Management (HRM)
<u>21</u>	Fundamentals of Aviation (Air) Cargo Seminar (Public Course), Leading to HRODC Diploma, in Fundamentals of Air Cargo
<u>22</u>	UK Employment Law Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in UK Employment Law
<u>23</u>	UK Consumer Protection Law Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in UK Consumer Law
<u>24</u>	ISO 9000 Quality Systems Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in ISO 9000 Quality Systems
<u>25</u>	Modern Quality Systems Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Modern Quality Systems
<u>26</u>	Modern Quality Systems and ISO 9000 Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Modern Quality Systems and ISO 9000
<u>27</u>	Personnel and Occupational Testing Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Personnel and Occupational Testing
<u>28</u>	Personnel and Occupational Test Questionnaire Design and Results Analysis Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Personnel and Occupational Test Questionnaire Design and Results Analysis
<u>29</u>	Information, Risk, Security and Crisis Management Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Information, Risk and Security Management
<u>30</u>	Executive Leadership and High Performance Team Management Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Executive Leadership and High Performance Team Management

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Course Number	Course Name and Award Name
<u>31</u>	Organisational Design: Structuring and Restructuring Organisations Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Organisational Design: Structuring and Restructuring Organisations
<u>32</u>	Executive MBA - Postgraduate Diploma in Executive Management Seminar or Public Course, leading to HRODC Postgraduate Diploma in Executive Management
<u>32 Block 1</u>	Organisation and Management: An Introduction Seminar or Course - Postgraduate
<u>32 Block 2</u>	Managing Individuals and Groups In Organisations Seminar or Course - Postgraduate
<u>32 Block 3</u>	Organisational Improvement: Revitalising Organisations, Through Organisational Development and Change Seminar or Course - Postgraduate
<u>32 Block 4</u>	Enhancing Managerial Effectiveness Seminar or Course - Postgraduate
<u>32 Block 5</u>	The Management of Human Resource Seminar or Course - Postgraduate
<u>32 Block 6</u>	Managing Individual Performance Seminar or Course – Postgraduate
<u>32 Block 7</u>	Talent Management Seminar or Course - Postgraduate
<u>32 Block 8</u>	The Newcomer in an Organisation: A Strategic Approach Seminar or Course - Postgraduate
<u>32 Block 9</u>	Managing Organisational Quality and Resources Seminar or Course - Postgraduate
<u>32 Block 10</u>	Managing Internal and External Cultural Diversity Seminar or Course - Postgraduate
<u>32 Block 11</u>	Enhancing Objective Accomplishments Through an Enthusiastic Workforce Seminar or Course - Postgraduate
<u>32 Block 12</u>	Organisational Structure and Control Systems Seminar or Course - Postgraduate
<u>33</u>	Creating Investment Projects In The Industrial Sector Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Investment Projects in Industrial Sector
<u>34</u>	Evaluating the Performance of Industrial Investments Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Industrial Investment Performance Evaluation

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<u>35</u>	Strategic Management and Project Management Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Strategic Management and Project Management
<u>36</u>	Fundamentals of Oil and Gas Accounting Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Fundamentals in Oil and Gas Accounting
<u>37</u>	Advanced Financial Accounting For Non-Accountants Seminar or Public Course, Incorporating Balanced Score card, Leading to HRODC Diploma - Postgraduate - in Advanced Financial Accounting
<u>38</u>	Advanced Cost Management for Business Competitiveness Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Advanced Cost Management
<u>39</u>	Assessing Parenting Capability and Children's Need; and Recording & Report Writing For Social Service Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Assessing Parenting Capability and Children's Need; and Recording & Report Writing For Social Service
<u>40</u>	Strategic Management and Strategic Cost Management Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Strategic Management and Strategic Cost Management
<u>41</u>	Strategic Management Accounting Seminar or Public Course, Incorporating Balanced Score Card, Leading to HRODC Diploma - Postgraduate - in Strategic Management Accounting
<u>42</u>	Advanced Budgeting For Business Enhancement Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Advanced Budgeting
<u>43</u>	Communication, Information Gathering, Analysis and Report Writing Seminar or Public Course, Leading to HRODC Postgraduate Diploma in Communication and Information Management
<u>44</u>	Women In Management Seminar or Public Course, Leading to HRODC Postgraduate Diploma in Women in Management
<u>45</u>	Comprehensive Project Management Seminar or Public Course, Leading to HRODC postgraduate Diploma in Comprehensive Project Management
<u>46</u>	Advanced Oil and Gas Accounting (1) Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Advanced Oil and Gas Accounting (1)
<u>47</u>	Advanced Oil and Gas Accounting (2) Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Advanced Oil and Gas Accounting (2)
<u>48</u>	Advanced Oil and Gas Accounting (3) Seminar or Public Course, Leading to HRODC Diploma - Postgraduate - in Advanced Oil and Gas Accounting (3)
<u>49</u>	Leadership Styles Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Leadership Styles
<u>50</u>	Team Dynamics: Team Leadership Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Team Dynamics: Team Leadership

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Course Number	Course Name and Award Name
<u>51</u>	Modern Marketing in a Consumer-Lead Environment Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Marketing Management
<u>52</u>	The Management of Organisational Resources Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Resource Management
<u>53</u>	Effective Time Management Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Time Management
<u>54</u>	Delegating For Role and Organisational Effectiveness Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Organisational Delegation
<u>55</u>	The Dynamic Functions of Management Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Management Functions
<u>56</u>	Training Needs Analysis: Determining Training Needs Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Training Needs Analysis
<u>57</u>	Economic and Financial Values of International Dumping and Subsidy Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Economics and Finance of International Dumping and Subsidy
<u>58</u>	Planning, Costing and Budgeting for Executive Decision-Making Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Executive Planning, Costing and Budgeting
<u>59</u>	HR Training and Development Management Seminar or course, Leading to HRODC Postgraduate Diploma in HR Training and Development Management
<u>60</u>	Business and Organisational Analysis Seminar or Course, Leading to HRODC Diploma - Postgraduate - in Business and Organisational Analysis
<u>61</u>	Postgraduate Diploma in Financial Accounting and Management Accounting Seminar or Course
<u>62</u>	International Trade Promotion and Marketing Seminar Or Course, Leading to HRODC Diploma – Postgraduate - in International Trade Promotion and Marketing
<u>63</u>	Training Expenditure or Investment?: Training Needs Analysis, Costing & Budgeting For Accelerated Rate of Return Seminar or Course, Leading To HRODC Diploma - Postgraduate – in Training Needs Analysis, Costing and Budgeting
<u>64</u>	Industrial Project Start-Up, Expansion and Management (1), Leading to HRODC Diploma – Postgraduate – in Industrial Project Start-Up, Expansion and Management (1)
<u>65</u>	Industrial Project Start-Up, Expansion and Management (2), Leading to HRODC Diploma – Postgraduate – in Industrial Project Start-Up, Expansion and Management (2)
<u>66</u>	Anti-Dumping In Practice: Hypothesising, Case Reporting, Case Investigation, Countervailing Actions, Sunset Review and Suspension, Leading to HRODC Diploma – Postgraduate – in Anti-Dumping Practice: Investigation, Management and Review

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<u>67</u>	Advanced Media Production and Presentation Course or Seminar, Leading to HRODC Diploma - Postgraduate - in Advanced Media Production and Presentation, Accumulating to a Masters Degree – MBA, MA, MSc.
<u>68</u>	Telephone Billing & Financial Accounting Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Telephone Billing & Financial Accounting, Accumulating to A Masters Degree – MBA, MSc, MA
<u>69</u>	Decision-making in Organisations: Structural Design Myths and Realities Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Organisational Decision-making, Accumulating to a Masters Degree – MBA, MSc, MA
<u>70</u>	MSc Human Resource Training and Development Management – A 1 Year Intensive Course, incorporating Training Needs Analysis, Human Resource Demand (Manpower Demand) and Human Resource Planning (Manpower Planning).
<u>71</u>	Executive Leadership and Corporate Communication Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Leadership and Corporate Communication
<u>72</u>	Corporate Governance: Principles and Practice Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Corporate Governance
<u>73</u>	Community Management Skills Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Community Management Skills
<u>74</u>	Conflict and Role Conflict: Conflict Management In Organisations - Postgraduate Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Conflict Management
<u>75</u>	Employee Resourcing and Worker Motivation - Postgraduate Course or Seminar, Leading to HRODC Diploma – Postgraduate – in Employee Resourcing and Worker Motivation
<u>76</u>	Tourism and International Relations Course or Seminar, Leading to MSc in Tourism and International Relations
<u>76.M1</u>	Tourism and International Relations Module 1 - Leading to HRODC Diploma - Postgraduate in Tourism and International Relations Module 1
<u>76.M2</u>	Tourism and International Relations Module 2 - Leading to HRODC Diploma - Postgraduate in Tourism and International Relations Module 2
<u>76.M3</u>	Tourism and International Relations Module 3 - Leading to HRODC Diploma - Postgraduate in Tourism and International Relations Module 3
<u>76.M4</u>	Tourism and International Relations Module 4 - Leading to HRODC Diploma - Postgraduate in Tourism and International Relations Module 4
<u>76.M1&3</u>	Tourism and International Relations Modules 1 & 3 - Leading to HRODC Diploma - Postgraduate in Tourism and International Relations Modules 1 & 3

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<u>76.M2&4</u>	Tourism and International Relations Modules 2 & 4 - Leading to HRODC Diploma - Postgraduate in Tourism and International Relations Modules 2 & 4
<u>77</u>	Communication Dynamics and Networking in Organisation Course, Leading to HRODC Diploma – Postgraduate – in Communication and Networking
<u>78</u>	Communication in Organisation (1) Course, Leading to HRODC Diploma – Postgraduate – in Communication in Organisation (1)
<u>79</u>	National and International Economic Competitiveness Towards Economic Growth and Sustainability Course
<u>80</u>	Organisational Development (OD) in Action: Improving Organisational Effectiveness
<u>81</u>	Mergers, Acquisitions and Joint Ventures (1) Financial and Accounting Aspects of Mergers, Acquisitions and Joint Ventures For Managers, Entrepreneurs, Private Equities and Corporate Investors
<u>82</u>	Financial Risk Management (2): Financial Risk Management: Financial Risk, Microeconomics and Macroeconomics and The 'Credit Crunch' Course
<u>83</u>	Escrow Account Management, Bank and Credit Account Management, Letters of Credit: Business Finance Management Course
<u>84</u>	Mergers, Acquisitions and Joint Ventures (1): Mergers, Acquisitions and Joint Ventures: A Guide To Managers, Entrepreneurs, Private Equities and Corporate Investors
<u>85</u>	Corporate Governance and Strategic Management - incorporating Corporate Strategy - Full Time Course
<u>86</u>	Master of Business Administration (MBA) Full-Time - MBA London
<u>87</u>	Public Relations in Principle and Practice
<u>88</u>	Bank Cost and Budgetary Control (Double Module) Course
<u>90</u>	Oil and Gas Operation for Oil and Gas Non-Technical Staff - Incorporating Oil and Gas Safety
<u>91</u>	Human Resource Management (HRM) in the Oil and Gas Industry Course
<u>92</u>	Change Management and Executive Leadership in Organisations Course
<u>93</u>	Communications, Information Management and Project Management Postgraduate Diploma Course; MSc Course
<u>94</u>	Executive Leadership, Change Management and Worker Motivation Course - Postgraduate Diploma

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<u>95</u>	Antitrust Practice Policy and Law Creating International Competitive Advantage Course
<u>96</u>	Managerial Facilitation Of Value-Added Customer Service Excellence Course
<u>97</u>	Telecommunication Systems Course - Postgraduate Diploma
<u>98</u>	Computing and Information Technology Course - HRODC Diploma - Postgraduate
<u>99</u>	Professional Events Management – Diploma – Postgraduate in Events Management
<u>100</u>	Extreme Client or Customer Care - Leading to Diploma - Postgraduate in Extreme Client or Customer Care
<u>101</u>	Logistics and Supply Chain Management - Leading to Postgraduate Diploma in Logistics and Supply Chain Management
<u>101.1</u>	Logistics and Supply Chain Management (1): Competing Through Logistics - Leading to HRODC Diploma - Postgraduate in Logistics and Supply Chain Management (1)
<u>101.2</u>	Logistics and Supply Chain Management (2): Leveraging Logistics Operations - Leading to HRODC Diploma - Postgraduate in Logistics and Supply Chain Management (2)
<u>101.3</u>	Logistics and Supply Chain Management (3): Working Together - Leading to HRODC Diploma - Postgraduate in Logistics and Supply Chain Management (3)
<u>101.4</u>	Logistics and Supply Chain Management (4): Changing the Future - Leading to HRODC Diploma - Postgraduate in Logistics and Supply Chain Management (4)
<u>102</u>	Credit And Collections: An International Perspective
<u>103</u>	Sales and Marketing Management - Leading to HRODC Postgraduate Diploma in Sales and Marketing Management
<u>103.1</u>	Sales and Marketing Management (1): Sales Perspective - Leading to HRODC Diploma - Postgraduate in Sales and Marketing Management (1)
<u>103.2</u>	Sales and Marketing Management (2): Sales Environment - Leading to HRODC Diploma - Postgraduate in Sales and Marketing Management (2)
<u>103.3</u>	Sales and Marketing Management (3): Sales Techniques - Leading to HRODC Diploma - Postgraduate in Sales and Marketing Management (3)
<u>103.4</u>	Sales and Marketing Management (4): Sales Management - Leading to HRODC Diploma - Postgraduate in Sales and Marketing Management (4)
<u>104</u>	Modern Quality System and Performance Management - Leading to HRODC Postgraduate Diploma in Modern Quality System and Performance Management

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<u>105</u>	Human Resource Competencies: HR Competency Model – HR Competency Framework for HR Professionals
<u>106</u>	Human Resource Management (HRM): Selected HRM Modules from <i>HRM: A Practitioner's Approach</i> - Postgraduate Diploma
<u>107</u>	SAP Joint Venture Accounting Oil & Gas Accounting Joint Venture Agreement Accounting SAP Payment Terms Subsea Equipment, Diploma - Postgraduate - MA MBA MSc
<u>108</u>	Travel and Protocol Management (Double Credit) Course - Leading to HRODC Diploma - Postgraduate in Travel and Protocol Management
<u>109</u>	Fundamentals of Electrical and Electronic Measuring Instruments Course - Leading to HRODC Diploma - Postgraduate in Fundamentals of Electrical and Electronic Measuring Instruments (Double Credits)
<u>110</u>	Corporate Social Investment (CSI): Policy Formulation, Communication and Implementation Strategy Course - Leading to HRODC Diploma - Postgraduate in Corporate Social Investment (Double Credits)
<u>111</u>	Vibration Analysis Vibration Instruments RMS Techniques Vibration Measurement Spectrum Analysis Course
<u>112</u>	Advanced Value Engineering Cost Effective Project Initiation Management and Delivery Value Engineering Methodology Project Budget Capitalized Income Project Budgeting Course
<u>113</u>	Marketing Dynamics: Effective Customer and Client-Driven, Value Orientation and Strategy-Marketing Management, Customer Needs, Client Needs, Marketing Strategy, Marketing Plan, Customer Relationships, Customer Values, Strategic Planning Course
<u>113.1</u>	Marketing Dynamics: Effective Customer and Client-Driven Value, Orientation and Strategy (1) – Leading to HRODC Postgraduate Diploma in Marketing Dynamics (1)
<u>113.2</u>	Marketing Dynamics: Effective Customer and Client-Driven Value, Orientation and Strategy (2) – Leading to HRODC Postgraduate Diploma in Marketing Dynamics (2)
<u>113.3</u>	Marketing Dynamics: Effective Customer and Client-Driven Value, Orientation and Strategy (3) – Leading to HRODC Postgraduate Diploma in Marketing Dynamics (3)
<u>113.4</u>	Marketing Dynamics: Effective Customer and Client-Driven Value, Orientation and Strategy (4) – Leading to HRODC Postgraduate Diploma in Marketing Dynamics (4)
<u>114</u>	Advanced Oil & Gas Accounting: International Petroleum Accounting - Bridging Course
<u>115</u>	Cost Accounting, Budgeting, Profitability Analysis, Strategy and Balanced Scorecard - Postgraduate Diploma in Cost Accounting, Budgeting, Profitability Strategy and Balanced Scorecard
<u>115.1</u>	Cost Accounting, Budgeting, Profitability Analysis, Strategy and Balanced Scorecard (1): The Accountant's Role: Cost Terms, Profit Analysis and Budgeting - Leading to Diploma - Postgraduate
<u>115.2</u>	Cost Accounting, Budgeting, Profitability Analysis, Strategy and Balanced Scorecard (2): Budgeting,

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	Cost Variance, Cost Behaviour, Cost Information and Decision-Making - Leading to Diploma - Postgraduate
<u>115.3</u>	Cost Accounting, Budgeting, Profitability Analysis, Strategy and Balanced Scorecard (3): Pricing Decisions, Cost Allocation, Cost Management and Balanced Scorecard - Leading to Diploma - Postgraduate
<u>115.4</u>	Cost Accounting, Budgeting, Profitability Analysis, Strategy and Balanced Scorecard (4): Management Control Systems and Theory of Constraints: Quality Management Just-In-Time Inventory, Capital Budgeting and Balanced Scorecard - Leading to Diploma - Postgraduate
<u>116</u>	Financial Accounting: Theory and Practice - Postgraduate Diploma Course
<u>117</u>	Project Management in Action: Managing World Bank Projects Course
<u>118</u>	Accounting and Finance World Bank Compliant - Double Credits - Course; Diploma-Postgraduate
<u>119</u>	Aviation Maintenance Management - Aircraft Maintenance Management Course - Leading to HRODC Postgraduate Diploma in Aviation Maintenance Management
<u>119.1</u>	Aviation Maintenance Management (1): Fundamentals of Aviation Maintenance - Leading to HRODC Diploma - Postgraduate in Fundamentals of Aviation Maintenance
<u>119.2</u>	Aviation Maintenance Management (2): Aviation Technical Services - Leading to HRODC Diploma - Postgraduate in Aviation Technical Services
<u>119.3</u>	Aviation Maintenance Management (3): Aviation Maintenance and Material Support - Leading to HRODC Diploma - Postgraduate in Aviation Maintenance and Material Support
<u>119.4</u>	Aviation Maintenance Management (4): Aviation Management Oversight Functions and Basic Systems Engineering - Leading to HRODC Diploma - Postgraduate in Aviation Management Oversight Functions and Basic Systems Engineering
<u>120</u>	Malaysian Industrial Relations and Employment Law Industrial Relations Ministry of Human Resources Department of Labour Course
<u>121</u>	Advanced Oil Tanker Operations STCW 2011 Compliant Course, with Manila 2011 Amendments
<u>121.1</u>	Advanced Oil Tanker Operations STCW 2011 Compliant (1) - Leading to HRODC Diploma - Postgraduate in Advanced Oil Tanker Operations STCW 2011 Compliant (1)
<u>121.2</u>	Advanced Oil Tanker Operations STCW 2011 Compliant (2) - Leading to HRODC Diploma - Postgraduate in Advanced Oil Tanker Operations STCW 2011 Compliant (2)
<u>121.3</u>	Advanced Oil Tanker Operations STCW 2011 Compliant (3) - Leading to HRODC Diploma - Postgraduate in Advanced Oil Tanker Operations STCW 2011 Compliant (3)
<u>121.4</u>	Advanced Oil Tanker Operations STCW 2011 Compliant (4) - Leading to HRODC Diploma - Postgraduate in Advanced Oil Tanker Operations STCW 2011 Compliant (4)

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Course Number	Course Name and Award Name
<u>122</u>	International Trade Promotion and Marketing (2) Course-Double Credits
<u>123</u>	Key Success Factors (KSFs) and Key Performance Indicators (KPIs): Strategic Operational Survival Imperatives (Double Credits) Course
<u>123.1</u>	Key Success Factors (KSFs) and Key Performance Indicators (KPIs) 1: Key Success Factors (KSFs) - Leading to Diploma - Postgraduate
<u>123.2</u>	Key Success Factors (KSFs) and Key Performance Indicators (KPIs) 2: Key Performance Indicators (KPIs) - Leading to Diploma - Postgraduate
<u>124</u>	Advanced Agricultural Project Management Course - Postgraduate Diploma
<u>124.1</u>	Advanced Agricultural Project Management (1): Project Management Issues: Setting the Stage for Agricultural Project Management - Leading to Diploma - Postgraduate
<u>124.2</u>	Advanced Agricultural Project Management (2): Agricultural Project Development, Planning, Execution and Evaluation - Leading to Diploma - Postgraduate
<u>124.3</u>	Advanced Agricultural Project Management (3): Team Leadership and Motivation in Agricultural Project Management - Leading to Diploma - Postgraduate
<u>124.4</u>	Advanced Agricultural Project Management (4): Agricultural Project Design, Data Elicitation, Interpretation and Presentation & Financial Risk Management - Leading to Diploma - Postgraduate
<u>125</u>	Public Sector and Civil Service Reforms: An International Perspective Course - Postgraduate Diploma
<u>125.1</u>	Public Sector and Civil Service Reforms: An International Perspective (1) - Leading to Diploma - Postgraduate in Public Sector and Civil Service Reforms (1)
<u>125.2</u>	Public Sector and Civil Service Reforms: An International Perspective (2) - Leading to Diploma - Postgraduate in Public Sector and Civil Service Reforms (2)
<u>125.3</u>	Public Sector and Civil Service Reforms: An International Perspective (3) - Leading to Diploma - Postgraduate in Public Sector and Civil Service Reforms (3)
<u>125.4</u>	Public Sector and Civil Service Reforms: An International Perspective (4) - Leading to Diploma - Postgraduate in Public Sector and Civil Service Reforms (4)
<u>126</u>	Heating, Ventilation, Air-conditioning and Refrigeration (HVAC&R): Equipment Installation, Diagnosis, Repairs, Maintenance & Troubleshooting (Double Credit)
<u>127</u>	Heating, Ventilation and Air-conditioning (HVAC): System Design and Value Engineering - Postgraduate Diploma
<u>127.1</u>	Heating, Ventilation and Air-conditioning (HVAC): System Design and Value Engineering (1): HVAC Engineering Design, Procedures and Air and Temperature Controls (Double Credit)
<u>127.2</u>	Heating, Ventilation and Air-conditioning (HVAC): System Design and Value Engineering (2): HVAC Engineering Design, Drawing, Specification, Thermodynamics, Psychodynamics, Sound, Vibration and

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Course Number	Course Name and Award Name
	Smoke Management (Double Credit)
<u>128</u>	Organisational and Human Resource Strategy Life Cycle: Human Resource Strategy Formulation, Implementation and Review
<u>129</u>	Travel, Protocol Management and International Relations - Postgraduate Diploma Course
<u>129.1</u>	Travel, Protocol Management and International Relations (1) - Leading to Diploma - Postgraduate in Travel, Protocol Management and International Relations Module 1
<u>129.2</u>	Travel, Protocol Management and International Relations (2) - Leading to Diploma - Postgraduate in Travel, Protocol Management and International Relations Module 2
<u>129.3&4</u>	Travel, Protocol Management and International Relations (3&4) - Leading to Diploma - Postgraduate in Travel, Protocol Management and International Relations Modules 3&4
<u>130</u>	Health and Safety Management in Industrial and Commercial Sectors
<u>131</u>	Strategic Planning, Business Planning and Budgeting for Organisational Effectiveness
<u>132</u>	Enterprise Risk Management (ERM) and Modern Quality Systems (MQS) – Postgraduate Diploma Course
<u>133</u>	Advanced Islamic Banking and Finance - Postgraduate Diploma Course
<u>134</u>	International Finance and Financial Services Course
<u>135</u>	International Marketing - Postgraduate Diploma Course
<u>136</u>	Advanced International Legal Studies - Postgraduate Diploma Course
<u>137.1</u>	Deepwater Drilling Operations and Well Control - Part 1 - Leading to Postgraduate Diploma in Deepwater Drilling Operations and Well Control - Part 1
<u>137.2</u>	Deepwater Drilling Operations and Well Control - Part 2 - Leading to Postgraduate Diploma in Deepwater Drilling Operations and Well Control - Part 2
<u>138.1</u>	Advanced Procurement Management - Part 1 - Leading to Postgraduate Diploma in Advanced Procurement Management - Part 1
<u>138.2</u>	Advanced Procurement Management - Part 2 - Leading to Postgraduate Diploma in Advanced Procurement Management - Part 2
<u>139</u>	Advanced Project Management: Project Monitoring, Evaluation and Control Course
<u>140</u>	Advanced Business Communication (Double Credit) Course
<u>141.1</u>	Advanced Engineering Drawing and Design - Part 1 - Leading to Postgraduate Diploma in Advanced

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Course Number	Course Name and Award Name
	Engineering Drawing and Design - Part 1
141.2	Advanced Engineering Drawing and Design - Part 2 - Leading to Postgraduate Diploma in Advanced Engineering Drawing and Design - Part 2
142	International Human Rights and International Humanitarian Law - Postgraduate Diploma Course
143	Effective Project Proposal Writing and Fundraising Management (Double Credit) - Leading to Diploma - Postgraduate in Project Proposal Writing and Fundraising Management (Double Credit)
144	Advanced English and Business Communication - Postgraduate Diploma Course
145	Organisational Design, Performance Management and Modern Quality Systems - Postgraduate Diploma Course
146	International and National Events Management Professional Events Facilitation, With Ultimate Success Postgraduate Diploma and MSc International and National Events Management
	Click For Application Form

Modes of Study for Postgraduate Diploma Courses

There are three delivery formats for Postgraduate Diploma Courses, as follows:

1. Intensive Full-time Mode (3 months)
2. Full-time Mode (6 month)
3. Video-Enhanced On-Line Mode

Whichever study mode is selected, the aggregate of 360 hours direct lecturer contact must be achieved.

Cumulative Postgraduate Diploma Courses

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All short courses can accumulate to the required number of hours, for the Postgraduate Diploma, over a six-year period from the first registration. In this regard, it is important to note that short courses vary in length, the minimum being 5 days (Diploma – Postgraduate) – equivalent to 30 hours. A six-day course (Diploma – Postgraduate) is, therefore, equivalent to 36 hours direct lecturer contact. For those delegates choosing the accumulative route, it is advisable that at least two courses per year be taken. Twelve short courses or the equivalent of 360 hours of lectures are, therefore, required for the Award of Postgraduate Diploma. This type of Postgraduate Diploma might include both General and Specialist groupings.

Progression to Postgraduate Degree – MA, MBA, MSc

1. On the successful completion of the *Postgraduate Diploma*, delegates may register for the Masters Degree;
2. The Delegates' Degree Registration Category will be dictated by the courses or modules studied at Postgraduate Diploma Level. The categories relate to Master of Business Administration (MBA); Master of Arts (MA) Master of Science (MSc); Executive Master of Business Administration (Executive MBA).
3. Delegates' progression to the Masters Degree Dissertation will be confirmed on their successful completion of Course #7: *Research Project: Design, Conduct & Report*;

Course Admission and Registration

As an Award-bearing Postgraduate Course, it is essential that we assess the aptitude of our potential participants. We, would, therefore appreciate if you might complete our standard Postgraduate Application Form, which is available on request (please see our contact details above), or downloadable from:

http://www.hrodc.com/Brochure_Download_Centre.Company_Brochures_Seminar_Brochures_Seminar_Schedule.htm

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If your previous qualifications and experience are in line with our admission criteria, you will be sent an official notification of your admission to the course or courses for which you have applied, along with a Performa invoice, for the payment of the relevant fees. You will then be duly registered for the course/s as soon as we have received your payment.

Terms and Conditions

HRODC Policy Terms and Conditions are Available for viewing at:

<http://www.hrodc.com/COSTS.htm>

Or Downloaded, at:

http://www.hrodc.com/Brochure_Download_Centre.Company_Brochures_Seminar_Brochures_Seminar_Schedule.htm

The submission of our application form or otherwise registration is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

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