

**ITD MEGA GURU EVENT / TRAINING / PUBLIC WORKSHOP -  
KUALA LUMPUR**

**MAY 2012**

**Certified Coaching & Mentoring  
Professional (Phase 1)  
Essentials of Coaching**

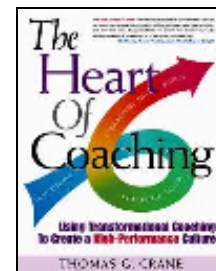
14<sup>th</sup> - 15<sup>th</sup> May

\*\*CCMP Module 1

**The Heart of Coaching™**

16<sup>th</sup> - 17<sup>th</sup> May

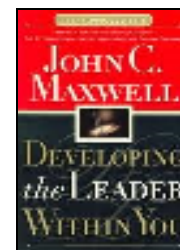
\*\*CCMP Module 2



**Developing Leader within You™**

By Certified Top Trainers for John C. Maxwell program

21<sup>st</sup> - 22<sup>nd</sup> May



Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

**CONTACT US**

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)

Updated on 9 May 2012!

## Certified Talent and Competency Professional

8 Days

### Essentials of Talent & Competency Management

28<sup>th</sup> May

\*\*CTCP Module 1

### Application tools for Talent Management and Competency Modeling

29<sup>th</sup> - 30<sup>th</sup> May

\*\*CTCP Module 2

#### COMPETENCY FOCUS

##### CTCP Mod. 1

##### ESSENTIALS OF TALENT & COMPETENCY MANAGEMENT

Define and use tools that establish the following:

- Individual Performance
- Exemplary Performer
- Fully Successful Performer
- Organization Performance Diagnosis
- Organization Assessment Instrument

##### CTCP Mod. 2

##### APPLICATION TOOLS FOR TALENT MANAGEMENT & COMPETENCY MODELING

Review the competency terms and concepts as well as a step-by-step guide to Talent Management.

## JUNE 2012

### Competency-Based Human Resource Development

4<sup>th</sup> - 5<sup>th</sup> June

\*\*CTCP Module 3

### Competency-Based Recruitment, Selection and Performance

6<sup>th</sup> - 7<sup>th</sup> June

\*\*CTCP Module 4

### Competency Management - Action Project

8<sup>th</sup> June

##### CTCP Mod. 3

##### COMPETENCY-BASED HRD

Define HRD as it relates to strategic business goals and other functions.

- Evaluate the traditional Instructional Systems Design (ISD) and Competency-Based ISD analytical approaches.
- Apply a Competency-Based analysis

##### CTCP Mod. 4

##### COMPETENCY-BASED RECRUITMENT, SELECTION AND PERFORMANCE

Define recruitment and selection and performance management.

- State and explain the steps in a traditional recruitment and selection process and performance management and its challenges.
- Describe and explain how the traditional process can be made competency-based.

##### CTCP Mod. 5

##### COMPETENCY-BASED ACTION PROJECT

Define the objective(s) for introducing and implementing the use of Talent and Competency Management practices in your organization.

Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

#### CONTACT US

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)

## Certified Coaching & Mentoring Professional (Phase 2) Essential Mentoring Skills

18<sup>th</sup> - 19<sup>th</sup> June

\*\*CCMP Module 3

## Coaching & Mentoring Skills for Breakthrough Success

20<sup>th</sup> - 22<sup>nd</sup> June

\*\*CCMP Module 4



## Unleashing Creativity & Innovation

28<sup>th</sup> - 29<sup>th</sup> June



Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

### CONTACT US

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)

**JULY 2012**

ITD EVENTS CALENDAR 2012

**Certified Training Professional**

10 Days

**The Trainer in the Organization & Training Needs Assessment**

4<sup>th</sup> - 6<sup>th</sup> July

\*\*CTP Module 1 & 2

**Training Design**

9<sup>th</sup> - 10<sup>th</sup> July

\*\*CTP Module 3

**Training Implementation**

11<sup>th</sup> - 13<sup>th</sup> July

\*\*CTP Module 4

**Training Evaluation**

16<sup>th</sup> - 17<sup>th</sup> July

\*\*CTP Module 5



**MODULE 1**

**THE TRAINER IN THE ORGANIZATION - 1 DAY**

Competency focus

- Organizational Awareness
- Performance Awareness
- Training Process Awareness

**MODULE 2**

**TRAINING NEEDS ASSESSMENT - 2 DAYS**

Competency focus

- Job Analysis
- Data Gathering and Analysis
- Questioning and Listening
- Problem Identification

**MODULE 3**

**TRAINING DESIGN - 2 DAYS**

Competency focus

- Writing Training Objectives
- Job Analysis
- Training Methods
- Training Resources
- Planning and Scheduling

**MODULE 4**

**TRAINING IMPLEMENTATION - 3 DAYS**

Competency focus

- Training Logistics
- Learning Style Awareness
- Group Management
- Presentation
- Demonstration
- Facilitation

**MODULE 5**

**TRAINING EVALUATION - 2 DAYS**

Competency focus

- Evaluation Level Awareness
- Use of Evaluation Instruments
- Summarizing and Reporting

Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

**CONTACT US**

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)

Updated on 9 May 2012!

## Certificate in Courseware Development

A 5-Day Certificate Program

23<sup>rd</sup> - 27<sup>th</sup> July



## Certified Human Resource Professional

A 8-Day Certification Program

**The Strategic Role of HR**

18<sup>th</sup> - 19<sup>th</sup> July

**Staffing and Employment**

24<sup>th</sup> - 25<sup>th</sup> July

**Employee Relations, HR Law and Security**

26<sup>th</sup> - 27<sup>th</sup> July



## AUGUST 2012

**HR Performance Management**

31<sup>st</sup> July - 1<sup>st</sup> August



**Human Resource Development**

2<sup>nd</sup> - 3<sup>rd</sup> August

Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

### CONTACT US

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)

**SEPTEMBER 2012**

**Personal Excellence & The  
Success Principles - Techniques  
for Breakthrough Results**

3 days @ Golden Sands Resort, Penang

20<sup>th</sup> - 22<sup>nd</sup> September



**Certified Coaching & Mentoring  
Professional (Phase 1)**

**Essential of Coaching**

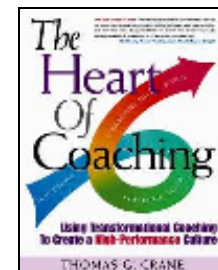
24<sup>th</sup> - 25<sup>th</sup> September

\*\*CCMP Module 1

**The Heart of Coaching™**

26<sup>th</sup> - 27<sup>th</sup> September

\*\*CCMP Module 2



**Penn State Certificate  
HR & Talent Management**

1<sup>st</sup> - 3<sup>rd</sup> October



Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

**CONTACT US**

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)

**OCTOBER 2012**

**Certificate in Courseware  
 Development**

**A 5-Day Certificate Program**

8<sup>th</sup> - 12<sup>th</sup> October



**Certified Coaching & Mentoring  
 Professional (Phase 2)**

**Essential Mentoring Skills**

29<sup>th</sup> - 30<sup>th</sup> October

**\*\*CCMP Module 3**

**Coaching & Mentoring Skills for  
 Breakthrough Success**

31<sup>st</sup> Oct - 2<sup>nd</sup> November

**\*\*CCMP Module 4**



Visit us at [www.itdworld.com](http://www.itdworld.com) for more information

**CONTACT US**

ITD Penang • [itdpg@itdworld.com](mailto:itdpg@itdworld.com)

ITD Kuala Lumpur • [itdkl@itdworld.com](mailto:itdkl@itdworld.com)

ITD Singapore • [itdsg@itdworld.com](mailto:itdsg@itdworld.com)

ITD Bangkok • [itdbkk@itdworld.com](mailto:itdbkk@itdworld.com)

ITD HCM City • [itdhcmc@itdworld.com](mailto:itdhcmc@itdworld.com)

ITD Manila • [itdmanila@itdworld.com](mailto:itdmanila@itdworld.com)