

Virtual Delivery						
Courses:	Fee	Days	APR	MAY	JUNE	JULY
BAE1: Fundamentals of Business Analysis	\$1095	2	12-13	3-4	8-9	
BAE2: Accelerated Requirements Elicitation and Analysis	1595	3		3-5		6-8
BAE3: Facilitation Techniques for Business Analysts	1095	2	6,8		7,9	
BAE4: Modeling Business Processes and Workflows	1595	3		17-19		
BAE5: Use Case Modeling	1095	2		10-11	21-22	
BAE6: Validating and Testing Requirements	1095	2		6-7		
BAE7: Business Analysis in an Agile Environment	1095	2			7-8	
Business Relationship Management Professional (BRMP®)	2500	3	14-16		28-30	
Courses:	Fee	Days	APR	MAY	JUN	JULY
PME1: Introduction to Managing Projects	1495	3	13,14,16	25-27	15,16,18	
PME2: Resource, Communications & Stakeholder Management	1595	3		4-6		7-9
PME3: Project Schedule and Cost	1595	3	12-14	19-21	14-16	
PME4: Project Risk Management	1595	3		3-5		
PME5: Project Quality Management	1095	2	27-28		3-4	
PME6: Procurement and Contract Management	1595	3		26-28		
PME7: Project Implementation and Closure	1595	3			21,22,24	
Additional PM Courses	Fee	Days	APR	MAY	JUN	JULY
Agile Project Management Techniques	995	2		6-7		
Microsoft® Project® 2016	795	2				
PMI® PMP® Exam Preparation	2495	5		6,7,10-12		
Change Management Courses:	Fee	Days	APR	MAY	JUN	JULY
Certified Local Change Agent	1295	2				
Change Management Foundation & Practitioner	2895		12-14 & 22-23	3-5 & 13-14	16-18 & 24-25	
Change Management Foundation	1795	3	12-14	3-5	16-18	
Change Management Practitioner	1250	2	22-23	13-14	24-25	
Courses:	Fee	Days	APR	MAY	JUN	JULY
ITIL® 4 Foundation	1545	3		Need Date		

PRINCE2 Agile® Foundation & Practitioner	3045	5			14-18	
PRINCE2® Foundation, 6th edition	1845	3			14-16	
PRINCE2® Practitioner, 6th edition	1500	2			17-18	
PRINCE2® Foundation & Practitioner, 6th edition	3045	5				
Management of Portfolios (MoP®) Foundation	2030	3			14-16	
Management of Portfolios (MoP®) Foundation & Practitioner	3345	5			14-16 & 17-18	
Managing Successful Programmes Foundation & Practitioner	3345	5			7-9	
Managing Successful Programmes (MSP®) Foundation	2030	3			7-9 & 17-18	
Managing Successful Programmes (MSP®) Practitioner	1315	2				
Managing Benefits™ Foundation & Practitioner (Ottawa)	3295	5		3-5, 10-11		
	3345	5				
Leadership Courses:	Fee	Days	APR	MAY	JUN	JULY
FLP1: Interpersonal & Organizational Communication	1695	4		17-20		
FLP2: Leadership Skills	1495	3			21-23	
FLP3: Building a Performance Culture	1495	3				12-14
Leadership Courses:	Fee	Days	APR	MAY	JUN	JULY
TLP1: Leading Authentically	1695	3				
TLP2: Inspiring Peak Performance						
Part 1 (1.5 days)	2595	4.5				
Part 2 (3 days)						
TLP3: Achieving Exceptional Business Outcomes						
Part 1 (3 days)	1795	3.5				
Part 2 (1/2 day)						
Additional Leadership & Communication Courses:	Fee	Days	APR	MAY	JUN	JULY
Leadership and Management for Women	995	2			Need Date	
Empathy and Emotional Intelligence at Work	295	3/4				

Conflict Resolution	295	¾			Waiting on date from Rosemarie	
Navigating Difficult Conversations	295	¾				
Effective Delivery of Presentations, Speeches and Interviews	295	¾				
Business Writing	295	¾				
Negotiation Skills	295	¾				
Ban the Mute Button: Tips for more Effective Meetings	295	¾				
Lean Management Courses:	Fee	Days	APR	MAY	JUN	JULY
Lean White Belt	495	1				
Lean Yellow Belt	1495	4				
Lean Green Belt	1495	5				
Lean Black Belt	1495	4	6,8,13,15			
Facility Management Courses:	Fee	Days	APR	MAY	JUN	JULY
FMP1: Operations and Maintenance	1095	½ days X 3				
FMP2: Project Management	1095	½ days X 3				
FMP3: Finance and Business	1095	½ days X 3				
FMP4: Leadership and Strategies		½ days X 3				
SFP: Strategy and Alignment for Sustainable Facility Management (SFP1,2,3,& 4)	2995	5			Need Date	
SFP1: Strategy & Alignment for SFT (8:30 to 1pm each day)		1				
SFP2: Managing Sustainable Facilities (8:30 to 1pm each day)		1				
SFP3: Operating Sustainable Facilities (8:30 to 1pm each day)		1				
FP4: Program Review & Exam Prep (8:30 to 1pm each day)		1				
Communication/Productivity Courses:	Fee	Days	APR	MAY	JUN	JULY
Better Minute Taking	545	1		10		

Effective Business Writing	995	2		12-13		
Managing Multiple Priorities	545	1				
Microsoft Teams Master Typically delivered one day per week over 3 consecutive weeks	495 Fee	2 Days	19-20 APR	17-18 MAY	JUN	JULY
Orientation to Regulation	655	3	12,19,26	7,14,18	4,11,18	

Last updated 27-JAN-21