

<b>CENTRE FOR CAREER DEVELOPMENT PTY LTD 2010 PROFESSIONAL DEVELOPMENT PROGRAM</b>	<b>Workshop Dates SYDNEY</b>	<b>Workshop Dates MELBOURNE</b>	<b>Standard Rate \$ + GST</b>	<b>Early Bird Rate \$ + GST</b>
<b>FEBRUARY</b>				
<b>Conducting an Effective Performance Appraisal – ½ day</b>	25 Feb - am	25 Feb - am	390	340
<b>MARCH</b>				
<b>Introduction to Emotional Intelligence – ½ day</b>	25 Mar - am	16 Mar - am	390	340
<b>Positive Assertiveness – ½ day</b>	-	23 Mar - am	390	340
<b>APRIL</b>				
<b>Positive Assertiveness – ½ day</b>	27 Apr - am	-	390	340
<b>Effective Time Management</b>	29 Apr	-	645	545
<b>MAY</b>				
<b>Dealing with Difficult People – ½ day</b>	11 May - am	5 May - am	390	340
<b>JUNE</b>				
<b>Working with Emotional Intelligence</b>	24 Jun	-	745	645
<b>Sharpen Your Business Writing Skills</b>	-	22 Jun	645	545
<b>JULY</b>				
<b>AUGUST</b>				
<b>Introduction to Emotional Intelligence – ½ day</b>	12 Aug - am	11 Aug - am	390	340
<b>Conducting an Effective Performance Appraisal – ½ day</b>	25 Aug - am	-	390	340
<b>Working with Emotional Intelligence</b>	-	26 Aug	745	645
<b>SEPTEMBER</b>				
<b>Conducting an Effective Performance Appraisal – ½ day</b>	-	1 Sept - am	390	340
<b>Effective Time Management – ½ day</b>	23 Sept	-	390	340
<b>OCTOBER</b>				
<b>Dealing with Difficult People – ½ day</b>	19 Oct - am	13 Oct - am	390	340
<b>Managing Stress – ½ day</b>	26 Oct - am	14 Oct - am	390	340
<b>Sharpen Your Business Writing Skills</b>	14 Oct	-	645	545
<b>Effective Time Management – ½ day</b>	-	20 Oct	390	340
<b>Working with Emotional Intelligence</b>	28 Oct	-	745	645
<b>NOVEMBER</b>				
<b>Effective Workplace Communication</b>	23 Nov	9 Nov	645	545
<b>Essential Skills for Managers - 2 days</b>	9 & 10 Nov	10 & 11 Nov	1,135	1,025
<b>Influencing for Results – ½ day</b>	23 Nov - am	18 Oct - am	390	340
<b>DECEMBER</b>				
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