

West Branch - Headquarter
 (next to Jurong East Bus Interchange & MRT Station, EW Line)
 8 Jurong Town Hall Road
 #27-01 The JTC Summit
 Singapore 609434

East Branch
 (next to Mountbatten MRT Station, Circle Line)
 229 Mountbatten Road
 #03-43 Mountbatten Square
 Singapore 398007

Contact Us
 Email : information@asktraining.com.sg
 : Zenn@asktraining.com.sg
 Website : www.asktraining.com.sg
 Office : +65 6484 6723 Fax : +65 6567 2383

@ASK Training Pte Ltd
 Co. Reg. No. : 201016621D
 GST Reg. No. : 201016621D



Soft Skills - Management Skills

Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Be Kiasu, Be Creative and Effective in Problem Solving NEW!	Yes	2	\$529.65	ASKBKS	JTC Summit		15-16		13-14		14-15		13-14	
Creating Values with a Financial Mindset at Work NEW!	Yes	2	\$529.65	ASKCVF	JTC Summit			22-23				12-13		
Critical Thinking for Divison 2 & 3 Officers	Yes	1	\$374.50	ASKCTH	JTC Summit		19			18			17	
Financial Wisdom in Life NEW!	Yes	2	\$529.65	ASKFWL	JTC Summit			29-30				19-20		
Investing for Life	Yes	2	\$529.65	ASKVFL	JTC Summit		29-30		20-21		11-12		27-28	
Sun Tzu's Art of Investing NEW!	Yes	2	\$529.65	ASKTSA	JTC Summit	27-28				21-22				18-19
Supervisory Skills For a New Era	Yes	2	\$529.65	ASKSSE	JTC Summit			15-16			18-19			18-19
System Thinking Using 3QueST™	Yes	2	\$834.60	ASKSTQ	JTC Summit									
Working Relationships with Multi-Generational People	Yes	1	\$374.50	ASKMGC	JTC Summit		05			04			03	

Soft Skills - Interpersonal Skills

Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Be a Service Angel for Your Organisation NEW!	Yes	2	\$529.65	ASKSAY	JTC Summit		18-19		10-11		21-22		20-21	
Brainpower - Discovering and Developing Our Mental Skills for Div 1 & 2 Officers	Yes	2	\$529.65	ASKBDD	JTC Summit			29-30				26-27		
Business Dining and Networking Etiquette for Div 1 & 2 Officers NEW!	Yes	1	\$428.00	ASKBDN	Furama Hotel	05	03	07	05	16	13	04	08	06
Colored Brain - Effective Communication at the Workplace	Yes	1	\$374.50	ASKCBC	JTC Summit		02			08			10	
Dealing with Difficult People at Work	Yes	2	\$529.65	ASKDDP	JTC Summit			01-02			07-08			04-05
Effective Time Management with Goal Setting	Yes	1	\$321.00	ASKETM	JTC Summit			27			20			22
Enhance Your Memory	Yes	1	\$374.50	ASKEYM	JTC Summit		23		18		15		21	
Managing Emotions in Customer Experience NEW!	Yes	1	\$374.50	ASKECE	JTC Summit				12				22	
The Art of Great Service NEW!	Yes	1	\$374.50	ASKAGS	JTC Summit		24				20			

West Branch - Headquarter
(next to Jurong East Bus Interchange & MRT Station, EW Line)
8 Jurong Town Hall Road
#27-01 The JTC Summit
Singapore 609434

East Branch
(next to Mountbatten MRT Station, Circle Line)
229 Mountbatten Road
#03-43 Mountbatten Square
Singapore 398007

Contact Us
Email : information@asktraining.com.sg
: Zenn@asktraining.com.sg
Website : www.asktraining.com.sg
Office : +65 6484 6723 Fax : +65 6567 2383

@ASK Training Pte Ltd
Co. Reg. No. : 201016621D
GST Reg. No. : 201016621D



Soft Skills - Social & Emotional Skills														
Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Dining in the Dark	NEW !	Yes	1	\$428.00	ASKDTD	SAVH	07	02	12	02	06	06	15	13
Effective Relaxation Techniques		Yes	1	\$374.50	ASKERT	JTC Summit			12		06			13
Ergonomics at the Workplace	NEW !	Yes	1	\$374.50	ASKEWP	JTC Summit		22		21			15	
Let's Get Your Anger Right!	NEW !	Yes	2	\$529.65	ASKGAR	JTC Summit	20-21		19-20		10-11		23-24	26-27
Managing Job Burnout		Yes	1	\$374.50	ASKJBT	JTC Summit		22		28			20	
Managing Stress and Achieving Wellness	NEW !	Yes	2	\$529.65	ASKSAW	JTC Summit	17-18		15-16		14-15		16-17	14-15
The Happiness DNA		Yes	2	\$529.65	ASKHAP	JTC Summit		25-26	13-14		21-22		23-24	
Work-Life Balance		Yes	1	\$321.00	ASKWLB	JTC Summit		09		23			08	

Soft Skills - Communication Skills														
Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Better Spoken English for Div 2 and 3 Officers		Yes	2	\$535.00	ASKBSE	JTC Summit			12-13		11-12			11-12
Business Communication Skills for Div 1 and 2 Officers		Yes	2	\$535.00	ASKBCS	JTC Summit		15-16		17-18			13-14	
Effective Writing Skills		Yes	2	\$449.40	ASKEWS	JTC Summit			08-09		07-08			07-08
Grammar for Effective Business Communication		Yes	1	\$267.50	ASKGEC	JTC Summit		08		07			06	
Phonics and Phonetics for Adults		Yes	1	\$299.60	ASKPPA	JTC Summit			28		27			06
Report Writing		Yes	2	\$449.40	ASKRPW	JTC Summit		04-05		03-04			02-03	
Write Email		Yes	1	\$267.50	ASKWRE	JTC Summit			05	14		02		04
Write Minutes of Meeting		Yes	2	\$449.40	ASKWRM	JTC Summit			06-07				09-10	

Soft Skills - Motivational Skills														
Course Title	HRMS	No. of Day(s)	Course Fee	Course Code	Location	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Applied Motivation for Division 1 & 2 Officers		Yes	2	\$535.00	ASKAPM	JTC Summit			01-02		04-05			04-05
Attitude - Your Most Priceless Possession		Yes	2	\$535.00	ASKAPP	JTC Summit		11-12		03-04			01-02	
Birds of Different Feathers Can Flock Together		Yes	1	\$374.50	ASKBDF	JTC Summit	03		05			04		
Even Eagles Need a Push		Yes	1	\$374.50	ASKEEP	JTC Summit		04		02			09	
H.E.A.R.T. @ Work		Yes	1	\$374.50	ASKHAW	JTC Summit			05		13			01
Taking Initiatives		Yes	2	\$535.00	ASKTKT	JTC Summit			12-13				15-16	
The 7-Ups to Personal Effectiveness		Yes	1	\$374.50	ASK7UP	JTC Summit			08		07			07