

| Soft Skills - Management Skills | | | | | | | | | | | | |
|--|-------|---------------|-----------------------|-------------|----------|--------------|---------------------------------|--------|--------|-----------------------------|--------|--|
| Course Title | HRMS | No. of Day(s) | Course Fee (Inc. GST) | Course Code | Location | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | |
| Adopt Money Mind (Not Money Face) at Work | NEW I | Yes | 2 | \$529.65 | ASKAMM | JTC Summit | New course launch in April 2019 | | | | | |
| Be Kiasu, Be Creative and Effective in Problem Solving | | Yes | 2 | \$529.65 | ASKBKS | JTC Summit | | 07-08 | | 03-04 | 11-12 | |
| Creating Values with a Financial Mindset at Work | | Yes | 2 | \$529.65 | ASKCVF | JTC Summit | | | 10-11 | Course Will be discontinued | | |
| Computational Thinking with Coding | NEW I | Yes | 2 | \$535.00 | ASKCTC | JTC Summit | New course launch in April 2019 | | | | | |
| Critical Thinking for Divison 2 & 3 Officers | | Yes | 1 | \$481.50 | ASKCTH | Furama Hotel | | | 04 | | 06 | |
| Financial Wisdom in Life | | Yes | 2 | \$529.65 | ASKFWL | JTC Summit | 25-26 | | | 07-08 | | |
| Influencing Others to Enhance Every Relationship @ Workplace | NEW I | Yes | 1 | \$529.65 | ASKFLU | Furama Hotel | | | | 28 | 25 | |
| Investing for Life | | Yes | 2 | \$529.65 | ASKVFL | JTC Summit | | 08-09 | | 17-18 | | |
| Knowing Yourself, Understanding Others with Enneagram | | Yes | 1 | \$529.65 | ASKKYU | Furama Hotel | | 20 | | Course Will be discontinued | | |
| Learned from Warren Buffett's Investing Approach | NEW I | Yes | 1 | \$481.50 | ASKWBA | Furama Hotel | New course launch in April 2019 | | | | | |
| Sun Tzu's Art of Investing | | Yes | 2 | \$529.65 | ASKTSA | JTC Summit | 15-16 | | | 30-31 | | |
| Supervisory Skills For a New Era | | Yes | 2 | \$529.65 | ASKSSE | JTC Summit | | 29-30 | | 24-25 | | |
| Three Kingdoms' Leaderships in Today's Context | NEW I | Yes | 2 | \$1,284.00 | ASK3KL | Furama Hotel | | 22-23 | | | 27-28 | |
| Working Relationships with Multi-Generational People | | Yes | 1 | \$481.50 | ASKMGC | Furama Hotel | | | 18 | | 12 | |

| Soft Skills - Interpersonal Skills | | | | | | | | | | | | |
|--|-------|---------------|-----------------------|-------------|--------------|---------------------------------|---------------------------------|--------|--------|--------|--------|--|
| Course Title | HRMS | No. of Day(s) | Course Fee (Inc. GST) | Course Code | Location | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 | |
| Brainpower - Discovering and Developing Our Mental Skills for Div 1 & 2 Officers | Yes | 2 | \$529.65 | ASKBDD | JTC Summit | | 15-16 | | | | | |
| | | | \$802.50 | | Furama Hotel | | | 09-10 | | 07-08 | | |
| Business Dining and Networking Etiquette for Div 1 & 2 Officers | Yes | 1 | \$428.00 | ASKBDN | Furama Hotel | 23 | 27 | | 18 | | 01 | |
| Conquer Procrastination Using Aikido Principles | Yes | 1 | \$481.50 | ASKCPA | Furama Hotel | New course launch in April 2019 | | | | | | |
| Dealing with Difficult People at Work | Yes | 2 | \$529.65 | ASKDDP | JTC Summit | 04-05 | | 06-07 | | | 18-19 | |
| Enhance Your Memory | Yes | 1 | \$481.50 | ASKEYM | Furama Hotel | 23 26 | | 05 | | 15 | | |
| Managing Emotions in Customer Experience | Yes | 1 | \$481.50 | ASKECE | Furama Hotel | | | 14 | | | 15 | |
| Master Your Message with Powerful Body Language | NEW I | Yes | 1 | \$481.50 | ASKMBL | Furama Hotel | | | 21 | | 18 | |
| Outwit Your Obstacles | NEW I | Yes | 1 | \$481.50 | ASKOYO | Furama Hotel | New course launch in April 2019 | | | | | |
| Wisdom in Using Time and Achieving Goals | Yes | 1 | \$481.50 | ASKWUT | Furama Hotel | | 09 | | | 18 | | |

| Soft Skills - Social & Emotional Skills | | | | | | | | | | | |
|---|------|---------------|-----------------------|-------------|--------------|--------|--------|--------|--------|--------|--------|
| Course Title | HRMS | No. of Day(s) | Course Fee (Inc. GST) | Course Code | Location | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 |
| Dining in the Dark | Yes | 1 | \$428.00 | ASKDTD | SAVH | 09 | 13 | | | 20 | |
| Effective Relaxation Techniques | Yes | 1 | \$481.50 | ASKERT | Furama Hotel | | 08-22 | | | 19 | |
| Ergonomics at the Workplace | Yes | 1 | \$374.50 | ASKEWP | JTC Summit | | 28 | | | 01 | |
| Let's Get Your Anger Right! (Anger Management: Understanding Anger-Yours and Others) | Yes | 2 | \$529.65 | ASKGAR | JTC Summit | 22-23 | | 27-28 | | | |
| | | | \$802.50 | | Furama Hotel | | | | 18-19 | | |
| Managing Stress and Achieving Wellness | Yes | 2 | \$529.65 | ASKSAW | JTC Summit | 09-10 | | 06-07 | | 26-27 | |
| The Happiness DNA | Yes | 2 | \$529.65 | ASKHAP | JTC Summit | | 15-16 | | | 25-26 | |
| Work-Life Balance | Yes | 1 | \$481.50 | ASKWLB | Furama Hotel | | | 06 | | | 05 |
| Live to Work or Work to Live? | Yes | 1 | \$481.50 | ASKLTW | Furama Hotel | | | 07 | | | 11 |
| Stop Burning-Out and Start Settling with Passion | Yes | 1 | \$481.50 | ASKSSP | Furama Hotel | | | 05 | | | 04 |

| Soft Skills - Communication Skills | | | | | | | | | | | |
|--|------|---------------|-----------------------|-------------|--------------|--------|-------------|--------|--------|--------|--------|
| Course Title | HRMS | No. of Day(s) | Course Fee (Inc. GST) | Course Code | Location | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 |
| Better Spoken English for Div 2 and 3 Officers | Yes | 2 | \$529.65 | ASKBSE | JTC Summit | | | 17-18 | | | 14-15 |
| Business Communication Skills for Div 1 and 2 Officers | Yes | 2 | \$529.65 | ASKBCS | JTC Summit | | 12-13 | | | | |
| Effective Writing Skills | Yes | 2 | \$529.65 | ASKEWS | JTC Summit | | | 27-28 | | | 18-19 |
| Grammar for Effective Business Communication | Yes | 1 | \$299.60 | ASKGEC | JTC Summit | | 21 | | | 25 | |
| Phonics and Phonetics for Adults | Yes | 1 | \$299.60 | ASKPPA | JTC Summit | | | 19 | | 20 | |
| Report Writing | Yes | 2 | \$529.65 | ASKRPW | JTC Summit | | 26-27 (MBS) | | | 27-28 | |
| Persuasive Communication for Leaders | Yes | 1 | \$481.50 | ASKPCL | Furama Hotel | | | | | | 13 |
| Email Writing at Workplace | Yes | 1 | \$299.60 | ASKEWW | JTC Summit | 24 | | 12 | | 28 | |
| Write Minutes of Meeting | Yes | 2 | \$529.65 | ASKWRM | JTC Summit | | 01-02 | | | 21-22 | |

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 - Motivational Skills | | | | | | | | | | | |
|---|------|---------------|-----------------------|-------------|--------------|--------|--------|--------|--------|--------|--------|
| Course Title | HRMS | No. of Day(s) | Course Fee (Inc. GST) | Course Code | Location | Oct-18 | Nov-18 | Dec-18 | Jan-19 | Feb-19 | Mar-19 |
| Applied Motivation for Division 1 & 2 Officers | Yes | 2 | \$802.50 | ASKAPM | Furama Hotel | | | 20-21 | | | 13-14 |
| Attitude - Your Most Priceless Possession | Yes | 2 | \$802.50 | ASKAPP | Furama Hotel | | 01-02 | | | 25-26 | |
| Birds of Different Feathers Can Flock Together | Yes | 1 | \$481.50 | ASKBDF | Furama Hotel | 04 | | | 30 | | |
| Even Eagles Need a Push | Yes | 1 | \$481.50 | ASKEEP | Furama Hotel | | 07 | | | 22 | |
| H.E.A.R.T. @ Work | Yes | 1 | \$481.50 | ASKHAW | Furama Hotel | | | 19 | | | 06 |
| Taking Initiatives | Yes | 2 | \$802.50 | ASKTKT | Furama Hotel | 16-17 | | | 24-25 | | |
| The 7-Ups to Personal Effectiveness | Yes | 1 | \$481.50 | ASK7UP | Furama Hotel | | | 17 | | | 20 |
| Winning Relationships with the 5 Love Languages <i>NEW!</i> | Yes | 1 | \$481.50 | ASK5LL | Furama Hotel | | | | | 14 | |
| Women Are Always Right and Men Are Never Wrong (Understanding Gender Differences @ the Workplace) <i>NEW!</i> | Yes | 1 | \$481.50 | ASKWMW | Furama Hotel | | | | | | 27 |