

Registration

Participants are strongly encouraged to register via OTi Consulting website:
www.oticonsulting.com

Alternatively, participant may email registration details to carol_ong@oticonsulting.com or complete the registration form below and fax to 6224-0723. You may also mail the completed form to:

OTi Consulting
1 Coleman Street,
The Adelphi, #07-06
Singapore 179803

Registration will be confirmed upon receipt of registration form and payment.



OTi Consulting

Registration Form

I would like to register the following participants:

Participant 1
Mr/Ms/Mrs/Mdm

First Name : _____ Family Name : _____

Designation : _____

NRIC No. : _____

Highest Qualification : _____

Program Title : _____

Program Month : _____

Participant 2
Mr/Ms/Mrs/Mdm

First Name : _____ Family Name : _____

Designation : _____

NRIC No. : _____

Highest Qualification : _____

Program Title : _____

Program Month : _____

***For three or more participants, please register via the website.**

Company Details

Company : _____

Address : _____

Size of Company : _____ Industry : _____

Tel : _____ Fax : _____

Contact Person

Name : _____ Designation : _____

Email : _____ DID : _____

Fees & Payment

Fees quoted are inclusive of prevailing GST (5%). All cheques should be crossed and made payable to OTi Consulting Pte Ltd (please indicate title and date of program on back of cheque).

Venue

All programs for public runs will be held at 1 Coleman Street, The Adelphi, #07-06 Singapore 179803, unless otherwise stated.

Replacements/Withdrawals

A substitute delegate may be sent if the participant is unable to attend the program. No refund will be given for withdrawals made within one week of the program or for non-attendance of the program.

Cancellation

OTi Consulting reserves the right to cancel a program due to unforeseen circumstances.












Enquiries

For enquiries, please contact Carol Ong at 6225-7811 or email her at carol_ong@oticonsulting.com

Public Run Calendar 2007

www.oticonsulting.com

Calendar of Programs 2007

No.	Initiative	Course Title	Duration	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	FEE (per pax)
01	Employability Skills System	Communication & Relationship Management (Operations)	2 Days	17-18			17-18			23-24			25-26			\$320*
02		Communication & Relationship Management (Supervisory)	2 Days		27-28			24-25				27-28		15-16		\$320*
03		Communication & Relationship Management (Managerial) 	2 Days			19-20					23-24					\$320*
04		Initiative & Enterprise (Operations) 	2 Days		5-6			7-8			1-2				13-14	\$320*
05		Initiative & Enterprise (Supervisory) 	2 Days	25-26			9-10				9-10			8-9		\$320*
06		Problem Solving & Decision Making (Operations)	2 Days	29-30			23-24				5-6			17-18		\$320*
07		Problem Solving & Decision Making (Operations) - MANDARIN 	2 Days			15-16				13-14			10-11			\$320*
08		Problem Solving & Decision Making (Supervisory)	2 Days		1-2			17-18			16-17			26-27		\$320*
09		Personal Effectiveness (Operations)	2 Days	11-12					3-4		27-28			1-2		\$320*
10		Personal Effectiveness (Supervisory)	2 Days			5-6				18-19			3-4		5-6	\$320*
11	Personal Effectiveness	Building People Relationships 	2 Days			12-13			7-8			13-14			10-11	\$450
12		Coping with Stress	1 Day				13						10			\$250
13		Managing Work Expectations	1 Day	16										22		\$250
14		Time Mastery	1 Day			14				6			12		3	\$250
15	Business Excellence	Managing for Business Excellence 	0.5Days	19			20			20			19			TBA †
16		Business Excellence Assessment 	2 Days		7,12		12,19			15,20		22,29		23,29	4,12	TBA †
17	Leadership	Coaching for High Quality Performance	2 Days			1-2					20-21					\$450
18		Frontline Leadership	2 Days					14-15				6-7				\$450
19	Service Excellence	Provide GEMs Service 	2 Days	8-9		8-9		10-11		12-13		17-18		19-20		\$315*
20		UP Your Service! College - Public Run 	2 Days		8-9		25-26				30-31		30-31			\$390
21	Trainer/ Consultant Certification	DiSC Accreditation	2.5 Days	22-24		26-28		21-23		17-19		24-26		12-14		\$2,100
22		DiSC Refresher 	0.5Days	24		28		23		19		26		14		\$530
23		On-the-Job Instructor Course	3 0.5Days	10,15, 19			11,16, 20				11,16, 20			16,19, 24		\$420
24		UP Your Service! College - Course Leader Certification Program 	3 Days			21-23				27-29			19-21		21-23	\$2,000

Customization
 Programs can be customized for in-house training to meet your organization's specific requirements.
 Mandarin programs are available upon request.

† Please refer to website or contact us for course fees.

SDF funded programs

*SRP funded programs