

TLC Timetable 2018 Ph: +618 82270310	
JUNE 2017	
Understanding Team Dynamics at PCE	14
Beginners Digital Camera Workshop	16
Advanced Innovative Facilitation	19
Training Room Essentials AITD SA	26
Goal Setting workshop	23
Certificate IV in Training & Assessment	e-learning
JULY 2017	
Dates	
Art of Influence at PCE	5
Perfecting your Minute taking	10
Certificate IV in Training & Assessment	e-learning
AUGUST 2017	
Essential Skills for PAs at PCE	15
Beginners Digital Camera Workshop	18
Habits of Highly effective Team leaders at PCE	29
Interactive Facilitation for participation	30
Certificate IV in Training & Assessment	e-learning
SEPTEMBER 2017	
Train the Trainer II – design & develop content at PCE	3
Advanced Leadership Residential	8-9
Improving your time management	11
Intermediate Digital Camera Workshop	15
Goal Setting workshop	22
Certificate IV in Training & Assessment	e-learning
OCTOBER 2017	
Beginners Digital Camera Workshop	6
Advanced Innovative Facilitation	9
Train the Trainer – Getting started at PCE	18
Improve your Business Writing at PCE	23
Managing your time & priorities at PCE	25
Certificate IV in Training & Assessment	e-learning
NOVEMBER 2017	
Develop training resources – storyboard & case studies	6
Next steps for High performing EAs at PCE	14
Beginners Digital Camera Class	17
Train the Trainer workshop	19 - 22
Certificate IV in Training & Assessment	e-learning
DECEMBER 2017	
Advanced Innovative Facilitation	4
Goal Setting workshop	8
Train the Trainer – engaging the audience	11
Certificate IV in Training & Assessment	e-learning
One to One Coaching & Mentoring	
Personal workshops available on consultation	