

TIMETABLE 2022
Business Workshops - Face to Face
TLC 186 Hutt St Adelaide

July	5	Train the Trainer – the Basics	9:00 – 4:00	TLC
	26	Time Management	9:30 – 12:30	TLC
August	9	Appreciating the Differences (MBTI)	9:30 – 12:30	TLC
	18	Innovative Training - storyboarding	9:30 – 12:30	TLC
September	7	Powerful Presentations	9:00 – 4:00	TLC
	14	Minute Taking – tips and techniques	9:30 – 12:30	TLC
	20	Training with Emotional Intelligence	10:00 – 12:00	TLC
October	11	Art of Mentoring	9:30 – 12:30	TLC
	20	Advanced Facilitation	9:30 – 12:30	TLC
November	8	Minute Taking workshop @ PACE	9:00 – 12:30	Uni Adelaide
	17	Train the Trainer – the Basics	9:00 – 4:00	TLC
	29	Prepare to Coach	9:00 – 12:00	TLC
December	5	Develop a plan – get organised	10:00 – 12:00	TLC
	6	Time Management	9:30 – 12:30	TLC

*All workshops are available for your in house training program
The case studies and materials can be tailored
specifically to meet your business needs*

*Training resources and teaching tools
are available on our partner site
www.teachingtools.com.au*

*For a timetable for the nationally accredited TAE40116,
conducted through HBTA in Adelaide;
Please contact us by email: Catherine@trainingforlearning.com
or phone reception on 08 82270310.
Ask us about the SA Government funding available for TAE40116*