



**PAKISTAN INSTITUTE OF MANAGEMENT**  
 Ministry of Industries & Production, Government of Pakistan



# MANAGEMENT TRAINING & DEVELOPMENT PROGRAM

February to August 2019



**Progress Through Better  
 Management & Good Governance**



# PAKISTAN INSTITUTE OF MANAGEMENT

## CALENDAR OF EVENTS AND FEE CHART

(FEBRUARY to AUGUST 2019)



KARACHI							
DATE	COURSE TITLE	FACULTY	FEE (Rs)	DATE	COURSE TITLE	FACULTY	FEE (Rs)
Feb 06-08	EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	RUQAIYA FAKHRI	27,000	Jul 01-02	STRATEGIC ANALYSIS (NEW)	M. SYED UL HAQUE	30,000
Feb 06-08	HUMAN RESOURCES MANAGEMENT	ASMAT BATOOL	27,000	Jul 01-03	TEAM WORK: GETTING PEOPLE TO WORK TOGETHER	ASLAM SONI	27,000
Feb 06-07	DESIGN THINKING FOR INNOVATION	ASAD FAROOQ SIDDIQUI	21,000	Jul 01	HOW TO CONDUCT EFFECTIVE MEETINGS	ASMAT BATOOL	12,000
Feb 11-12	COST EVALUATION AND BUDGETING	M. SYED UL HAQUE	21,000	Jul 01-02	BALANCED SCORE CARD	ZILLAY AHMED NAWAB	21,000
Feb 11-12	EFFECTIVE PURCHASE MANAGEMENT	ADEEL ZEERAK	21,000	Jul 08-09	STRATEGIC DELIVERY OF CHANGE: ORGANIZATIONAL SUCCESS	MUHAMMAD RIZWAN	25,000
Feb 11-13	ADVANCED MS OFFICE 2016	ALEEM HABIB	21,000	Jul 08-09	TOTAL PRODUCTIVE MAINTENANCE	MUHAMMAD OVAIS	21,000
Feb 11-12	INVENTORY MANAGEMENT	ASLAM MUSTAFA	21,000	Jul 08-09	PARTNERS FOR PROGRESS	ASAD FAROOQ SIDDIQUI	21,000
Feb 18-19	SUPPLY CHAIN MANAGEMENT	ASLAM SONI	21,000	Jul 15-17	DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	KHALID HUSSAIN	27,000
Feb 18-19	STRESS MANAGEMENT	RUQAIYA FAKHRI	21,000	Jul 15-16	PROJECT MONITORING, EVALUATION & CONTROL	LAIQ UR RAHMAN	21,000
Feb 18-21	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	ASAD FAROOQ SIDDIQUI	24,000	Jul 15-17	PLANNING & SCHEDULING WITH PRIMAVERA P6 V18.8	JAWAID SIDDIQUE	27,000
Feb 18-19	GENDER SENSITIZATION	ZAUFYSHAAN HASEEB	21,000	Jul 15-17	EVENT MANAGEMENT SKILLS	ASAD FAROOQ SIDDIQUI	27,000
Feb 20	DEVELOPING SUSTAINABLE LEADERSHIP IN THE ORGANIZATION	M. SYED UL HAQUE	18,000	Jul 15-16	UNDERSTANDING PPRA RULES	SHARIQ KHAN	21,000
Feb 25-26	CREATING ORGANIZATIONAL EXCELLENCE	M. SYED UL HAQUE	21,000	Jul 22-23	CONTRACT MANAGEMENT	ADEEL ZEERAK	21,000
Feb 25-26	EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	MUHAMMAD RIZWAN	21,000	Jul 22-23	AGILE PROJECT MANAGEMENT WITH SCRUM	ALEEM HABIB	21,000
FEB 25	BUILDING RAPPORT	RUQAIYA FAKHRI	12,000	Jul 22-26	SIX SIGMA: GREEN BELT	MUHAMMAD OVAIS	35,000
Feb 25-27	MANAGING LEARNING & DEVELOPMENT FUNCTION: TNA TO ROTI	SHEHLA YASMEEN / AURANGZAIB	27,000	Jul 22-23	TALENT MANAGEMENT	SHEHLA YASMEEN	21,000
Mar 04-06	SKILLS IN GOAL SETTING AND WORK PLANNING	KHALID HUSSAIN	27,000	Jul 24	PREVENTION OF HARASSMENT AND VIOLENCE AT WORKPLACE	SHEHLA YASMEEN	12,000
Mar 04-05	ENHANCING LEADERSHIP SKILLS	LAIQ UR RAHMAN	21,000	Jul 29-30	FORMULATING STRATEGY (NEW)	M. SYED UL HAQUE	25,000
Mar 04-05	COMPETENCY BASED INTERVIEWING SKILLS	ZAFAR AZIZ OSMANI	21,000	Jul 29-31	PROBLEM SOLVING AND DECISION MAKING SKILLS	KHALID HUSSAIN	27,000
Mar 11-12	DASHBOARD REPORTING & ADVANCED DATA ANALYSIS WITH MS EXCEL	ALEEM HABIB	21,000	Jul 29-31	BASICS OF BUSINESS ENGLISH	RUQAIYA FAKHRI	27,000
Mar 11-12	TOOLS FOR DEVELOPING ORGANIZATIONAL POLICIES	SHEHLA YASMEEN	21,000	Jul 29-30	VISION AND VALUES	MEHREEN SHOAB	25,000
Mar 11-12	EFFECTIVE SALES FORCE MANAGEMENT	SHAHID QADRI	21,000	Aug 05-07	PRINCIPLES OF GOOD MANAGEMENT	MUHAMMAD RIZWAN	27,000
Mar 18-19	MANAGERIAL TRANSITION: FROM OPERATIONAL MANAGER TO STRATEGIC THINKER	M. SYED UL HAQUE	25,000	Aug 05-06	WORK PLACE DIVERSITY	AURANGZAIB MUBASHIR	21,000
Mar 18-20	EFFECTIVE COMMUNICATION SKILLS	ASLAM SONI	27,000	Aug 19-20	MANAGING MULTIPLE PROJECTS EFFECTIVELY	LAIQ UR RAHMAN	21,000
Mar 18-20	TRAINING TECHNIQUES FOR TRAINERS	KHALID HUSSAIN	27,000	Aug 19-20	EFFECTIVE DELEGATION SKILLS	ADEEL ZEERAK	21,000
Mar 18-19	SECURITY AND RISK MANAGEMENT	MUHAMMAD OVAIS	21,000	Aug 19-20	ASSERTIVENESS SKILLS	RUQAIYA FAKHRI	21,000
Mar 18-19	MATERIAL HANDLING AND WAREHOUSING	ASLAM MUSTAFA	21,000	Aug 26-27	IMPLEMENTATION STRATEGY (NEW)	M. SYED UL HAQUE	25,000
Mar 25-27	FINANCE AND ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. SYED UL HAQUE	27,000	Aug 26-27	ANALYZING & VISUALIZING DATA WITH POWER BI TOOLS	ALEEM HABIB	18,000
Mar 25-26	CUSTOMER SERVICE EXCELLENCE	ADEEL ZEERAK	21,000	Aug 26-27	PRODUCT TO BRAND	QASHIF EFFENDI	21,000
Mar 25-27	MODERN SECRETARIAL PRACTICES	RUQAIYA FAKHRI	27,000	<b>LAHORE</b>			
Mar 25-26	REWIRE YOUR BRAIN FOR CREATIVE THINKING	ASMAT BATOOL	21,000	Feb 06-08	IMPROVING PERSONAL EFFECTIVENESS	KHALID HUSSAIN	27,000
Mar 25-26	MAINTENANCE MANAGEMENT: FROM BREAKDOWN MAINTENANCE TO TOTAL PRODUCTIVE MAINTENANCE	ASLAM MUSTAFA	21,000	Feb 06-08	PRINCIPLES OF GOOD MANAGEMENT	MUHAMMAD RIZWAN	27,000
Mar 25-26	LEARNING & DEVELOPMENT FOR PROFESSIONALS	ASAD FAROOQ SIDDIQUI	21,000	Feb 06-08	LEARN MS OFFICE	JAWAID SIDDIQUE	18,000
Apr 01	INNOVATIVE LEADERSHIP	M. SYED UL HAQUE	18,000	Feb 11-12	DISASTER MANAGEMENT	MUHAMMAD OVAIS	21,000
Apr 01-03	IMPROVING PERSONAL EFFECTIVENESS	KHALID HUSSAIN	27,000	Feb 11-12	TALENT MANAGEMENT	SHEHLA YASMEEN	21,000
Apr 01-05	WORKSHOP ON PROJECT MANAGEMENT	LAIQ UR RAHMAN / ALEEM HABIB	35,000	Feb 14-15	FINANCIAL MANAGEMENT COURSE	ASLAM SONI	21,000
Apr 01-06	CISCOM - CERTIFICATE IN SUPPLY CHAIN & OPERATIONS MANAGEMENT	ASLAM MUSTAFA / ASLAM SONI	99,000	Feb 18-19	STRATEGIC DELIVERY OF CHANGE: ORGANIZATIONAL SUCCESS	MUHAMMAD RIZWAN	25,000
Apr 08-10	PRODUCTION OPERATIONS MANAGEMENT	ADEEL ZEERAK	27,000	Feb 18-22	WORKSHOP ON PROJECT MANAGEMENT	LAIQ UR RAHMAN / JAWAID SIDDIQUE	35,000
Apr 08-10	SALES MASTER CLASS COURSE I: SALES EXCELLENCE COURSE II: SALES FORCE MANAGEMENT	HASEEB T. HASSAN	45,000	Feb 18-19	SKILLS IN ADMINISTRATION	ALEEM HABIB	21,000
Apr 08	TAKING OWNERSHIP	ZAIN GOPLANI	15,000	Feb 18-20	DATA SCIENCE FOR DECISION MAKING	JAWAID SIDDIQUE	27,000
Apr 15-16	THE POWER OF POSITIVE THINKING	MUHAMMAD RIZWAN	21,000	Feb 25-26	CONTRACT MANAGEMENT	ADEEL ZEERAK	21,000
Apr 15-16	PRESENTATION SKILLS FOR MANAGERS	ASMAT BATOOL	21,000	Feb 25-26	GENDER SENSITIZATION	ZAUFYSHAAN HASEEB	21,000
Apr 15-16	HOW TO PREPARE A MARKETING PLAN	SHAHID QADRI	21,000	Feb 25-26	TRADE DYNAMICS AND IMPORT EXPORT MANAGEMENT	IDRESS ASGHAR	21,000
Apr 15	DEVELOPING SOCIAL MEDIA MARKETING STRATEGIES	HASEEB T. HASSAN	15,000	Mar 04-06	FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	M. SYED UL HAQUE	27,000
Apr 22-23	STRATEGIC MANAGEMENT	M. SYED UL HAQUE	25,000	Mar 04-08	SIX SIGMA: GREEN BELT	MUHAMMAD OVAIS	35,000
Apr 22-23	GOOD BUSINESS ETIQUETTES	RUQAIYA FAKHRI	21,000	Mar 04-05	INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	ASLAM MUSTAFA	21,000
Apr 22-23	DISASTER MANAGEMENT	MUHAMMAD OVAIS	21,000	Mar 11-12	THE POWER OF POSITIVE THINKING	MUHAMMAD RIZWAN	21,000
Apr 22-23	ART OF MANAGING CONFLICTS EFFECTIVELY	SHEHLA YASMEEN	21,000	Mar 11-12	ADVANCED MS EXCEL	JAWAID SIDDIQUE	18,000
Apr 29-30	DEVELOPING MANAGERIAL COMPETENCIES	KHALID HUSSAIN	21,000	Mar 11-12	BUILDING RESILIENCE: PREPARE YOURSELF TO THRIVE IN CHALLENGING TIMES	AURANGZAIB MUBASHIR	21,000
Apr 29-30	BEGINNERS GUIDE TO STRATEGIC HUMAN RESOURCE MANAGEMENT	AURANGZAIB MUBASHIR	21,000	Mar 11-12	PERSONAL EXCELLENCE - THE HIGH PERFORMANCE LOOP	NASEER AZIZ	21,000
Apr 29-30	ASSET MANAGEMENT ISO 55001	ZILLAY AHMED NAWAB	21,000	Mar 18-19	DASHBOARD REPORTING & ADVANCED DATA ANALYSIS WITH MS EXCEL	JAWAID SIDDIQUE	21,000
Jun 13-14	HANDLING DIFFICULT PEOPLE	RUQAIYA FAKHRI	21,000	Mar 18-21	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	ASAD FAROOQ SIDDIQUI	24,000
Jun 17-19	FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	M. SYED UL HAQUE	27,000	Mar 18	DEVELOPING SOCIAL MEDIA MARKETING STRATEGIES	HASEEB T. HASSAN	15,000
Jun 17-18	PERFORMANCE BASED MANAGEMENT	MUHAMMAD RIZWAN	21,000	Mar 21-22	PROJECT MONITORING, EVALUATION & CONTROL	LAIQ UR RAHMAN	21,000
Jun 17-18	MANAGING WITH AUTHORITY & INFLUENCE	ADEEL ZEERAK	21,000	Mar 25-27	QUALITY MANAGEMENT MASTER CLASS	ABID HUSSAIN SABRI	35,000
Jun 17-18	ADVANCED MS EXCEL	ALEEM HABIB	18,000	Mar 25-26	NEGOTIATION SKILLS	ASLAM SONI	21,000
Jun 24-25	DEVELOPMENT COURSE FOR SUPERVISORS	ALEEM HABIB	18,000	Mar 25-26	EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	MUHAMMAD RIZWAN	21,000
Jun 24-25	PERFORMANCE NEUROLOGY	MUHAMMAD OVAIS	21,000	Mar 25-26	RESULTS BASED MANAGEMENT & MONITORING	LAIQ UR RAHMAN	21,000
Jun 24-25	BUILDING RESILIENCE: PREPARE YOURSELF TO THRIVE IN CHALLENGING TIMES	AURANGZAIB MUBASHIR	21,000	Mar 25-26	MIND OPENERS FOR MANAGERS	HASEEB T. HASSAN	30,000
Jun 24-25	INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	ASLAM MUSTAFA	21,000	Apr 01-02	DEVELOPMENT COURSE FOR SUPERVISORS	ALEEM HABIB	18,000
Jun 24-25	BEHAVIOUR BASED SAFETY	RIAZ WASAYA	21,000	Apr 01-03	HUMAN RESOURCES MANAGEMENT	ASMAT BATOOL	27,000
Jul 01-03	QUALITY MANAGEMENT MASTER CLASS	ABID HUSSAIN SABRI	35,000				



# PAKISTAN INSTITUTE OF MANAGEMENT

## CALENDAR OF EVENTS AND FEE CHART

(FEBRUARY to AUGUST 2019)

Progress  
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LAHORE				ISLAMABAD			
DATE	COURSE TITLE	FACULTY	FEE (Rs)	DATE	COURSE TITLE	FACULTY	FEE (Rs)
Apr 08-10	EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	RUQAIYA FAKHRI	27,000	Feb 25-26	SECURITY AND RISK MANAGEMENT	MUHAMMAD OVAIS	21,000
Apr 08-09	MATERIAL HANDLING AND WAREHOUSING	ASLAM MUSTAFA	21,000	Feb 27-28	PERFORMANCE NEUROLOGY	MUHAMMAD OVAIS	21,000
Apr 08-09	DESIGN THINKING FOR INNOVATION	ASAD FAROOQ SIDDIQUI	21,000	Mar 04-05	STRESS MANAGEMENT	RUQAIYA FAKHRI	21,000
Apr 10-12	EVENT MANAGEMENT SKILLS	ASAD FAROOQ SIDDIQUI	27,000	Mar 04-05	PARTNERS FOR PROGRESS	ASAD FAROOQ SIDDIQUI	21,000
Apr 15-17	DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	KHALID HUSSAIN	21,000	Mar 06-07	ASSERTIVENESS SKILLS	RUQAIYA FAKHRI	21,000
Apr 15-16	EFFECTIVE PURCHASE MANAGEMENT	ADEEL ZEERAK	21,000	Mar 11-13	FINANCE AND ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. SYED UL HAQUE	27,000
Apr 15-17	PLANNING & SCHEDULING WITH PRIMAVERA P6 V18.8	JAWAID SIDDIQUE	27,000	Mar 11-13	HUMAN RESOURCES MANAGEMENT	ASMAT BATOOL	27,000
Apr 15-16	TOOLS FOR DEVELOPING ORGANIZATIONAL POLICIES	SHEHLA YASMEEN	21,000	Mar 18-19	TAXATION / TAX LAWS OF PAKISTAN	MIAN TARIQ MAHMOOD	21,000
Apr 18-19	MANAGING MULTIPLE PROJECTS EFFECTIVELY	LAIQ UR RAHMAN	21,000	Mar 18-19	REGULATORY COMPLIANCE AND ITS ORGANIZATIONAL BENEFITS	MIAN TARIQ MAHMOOD	21,000
Apr 22-23	HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	ALEEM HABIB	21,000	Mar 25-26	ART OF MANAGING CONFLICTS EFFECTIVELY	SHEHLA YASMEEN	21,000
Apr 22-23	UNDERSTANDING PPRA RULES	WISAL KHAN	21,000	Mar 25-26	THE SHIFT TO DIGITAL LEARNING	FARHAN MEHMOOD	21,000
Apr 23-25	TEAM WORK: GETTING PEOPLE TO WORK TOGETHER	ASLAM SONI	27,000	Mar 27-29	SALES MASTER CLASS COURSE I: SALES EXCELLENCE COURSE II: SALES FORCE MANAGEMENT	HASEEB T. HASSAN	45,000
Apr 24-25	AGILE PROJECT MANAGEMENT WITH SCRUM	ALEEM HABIB	21,000	Apr 01-03	PRINCIPLES OF GOOD MANAGEMENT	MUHAMMAD RIZWAN	27,000
Apr 29-30	COST EVALUATION AND BUDGETING	M. SYED UL HAQUE	21,000	Apr 01-02	DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI'S SYSTEM	SHEHLA YASMEEN	21,000
Apr 29-30	MANAGING WITH AUTHORITY & INFLUENCE	ADEEL ZEERAK	21,000	Apr 01-02	UNDERSTANDING LABOUR LAW	MIAN TARIQ MAHMOOD	21,000
Jun 13-14	COMPETITIVE EXPORT MARKETING - WINNING STRATEGIES FOR HIGH PERFORMANCE EXPORTING	SAEED AKHTAR	21,000	Apr 08-10	FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	M. SYED UL HAQUE	27,000
Jun 17-19	SKILLS IN GOAL SETTING AND WORK PLANNING	KHALID HUSSAIN	27,000	Apr 08-09	ADVANCED MS EXCEL	ALEEM HABIB	18,000
Jun 17-18	HANDLING DIFFICULT PEOPLE	ASMAT BATOOL	21,000	Apr 08-09	WORK PLACE DIVERSITY	AURANGZAIB MUBASHIR	21,000
Jun 17-18	DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI'S SYSTEM	SHEHLA YASMEEN	21,000	Apr 09	BUSINESS GROWTH IN THE 4TH GENERATION REVOLUTION	KASHIF SUHAIL	15,000
Jun 17-19	SALES MASTER CLASS COURSE I: SALES EXCELLENCE COURSE II: SALES FORCE MANAGEMENT	HASEEB T. HASSAN	45,000	Apr 10-11	SKILLS IN ADMINISTRATION	ALEEM HABIB	21,000
Jun 24-26	EFFECTIVE COMMUNICATION SKILLS	ASLAM SONI	27,000	Apr 15-19	SIX SIGMA: GREEN BELT	MUHAMMAD OVAIS	35,000
Jun 24-26	ADVANCED MS OFFICE	JAWAID SIDDIQUE	18,000	Apr 15-16	BEHAVIOUR BASED SAFETY	RIAZ WASAYA	21,000
Jun 25-26	STRESS MANAGEMENT	RUQAIYA FAKHRI	21,000	Apr 16-18	EFFECTIVE COMMUNICATION SKILLS	ASLAM SONI	27,000
Jul 01-03	PROBLEM SOLVING AND DECISION MAKING SKILLS	KHALID HUSSAIN	27,000	Apr 22-24	TRAINING TECHNIQUES FOR TRAINERS	KHALID HUSSAIN	27,000
Jul 01-02	BUILDING PRODUCTIVE WORK FORCE	AURANGZAIB MUBASHIR	21,000	Apr 22-23	INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	ASLAM MUSTAFA	21,000
Jul 01-03	PRODUCT TO BRAND	QASHIF EFFENDI	27,000	Apr 23-25	EVENT MANAGEMENT SKILLS	ASAD FAROOQ SIDDIQUI	27,000
Jul 08-09	SKILLS IN SUPERVISION	LAIQ UR RAHMAN	21,000	Apr 25-26	MIND OPENERS FOR MANAGERS	HASEEB T. HASSAN	30,000
Jul 08-09	EFFECTIVE DELEGATION SKILLS	ADEEL ZEERAK	21,000	Apr 29-30	HANDLING DIFFICULT PEOPLE	ASMAT BATOOL	21,000
Jul 08-09	PRESENTATION SKILLS FOR MANAGERS	ASMAT BATOOL	21,000	Jun 13-14	EFFECTIVE DELEGATION SKILLS	ADEEL ZEERAK	21,000
Jul 08-09	ANALYZING & VISUALIZING DATA WITH POWER BI TOOLS	JAWAID SIDDIQUE	18,000	Jun 17-20	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	ASAD FAROOQ SIDDIQUI	24,000
Jul 08-10	MANAGING LEARNING & DEVELOPMENT FUNCTION: TNA TO ROTI	SHEHLA YASMEEN / AURANGZAIB	27,000	Jun 17	DISPELLING NEGATIVITY – A MORE RATIONAL APPROACH TO LIFE AND WORK LIFE	KASHIF SUHAIL	21,000
Jul 08-09	MAINTENANCE MANAGEMENT: FROM BREAKDOWN MAINTENANCE TO TOTAL PRODUCTIVE MAINTENANCE	ASLAM MUSTAFA	21,000	Jun 19	SUCCESSION PLANNING	ASIM CHISHTI	15,000
Jul 11	COUNSELING SKILLS	ASMAT BATOOL	12,000	Jun 24-25	MANAGERIAL TRANSITION: FROM OPERATIONAL MANAGER TO STRATEGIC THINKER	M. SYED UL HAQUE	25,000
Jul 15-17	FINANCE AND ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. SYED UL HAQUE	27,000	Jun 24-25	DESIGN THINKING FOR INNOVATION	ASAD FAROOQ SIDDIQUI	21,000
Jul 15-16	SUPPLY CHAIN MANAGEMENT	ASLAM SONI	21,000	Jun 26	THE POWER OF CONNECTION (ACTIVITY BASED LEARNING)	MUHAMMAD RIZWAN	12,000
Jul 22-23	LEADING & MANAGING CHANGE	AURANGZAIB MUBASHIR	21,000	Jul 01-05	WORKSHOP ON PROJECT MANAGEMENT	LAIQ UR RAHMAN / ALEEM HABIB	35,000
Jul 22-27	CISCOM - CERTIFICATE IN SUPPLY CHAIN & OPERATIONS MANAGEMENT	ASLAM MUSTAFA / ASLAM SONI	99,000	Jul 01-02	DASHBOARD REPORTING & ADVANCED DATA ANALYSIS WITH MS EXCEL	ALEEM HABIB	21,000
Jul 23-24	LEARNING & DEVELOPMENT FOR PROFESSIONALS	ASAD FAROOQ SIDDIQUI	21,000	Jul 03-05	ADVANCED MS OFFICE	ALEEM HABIB	21,000
Jul 29-30	SECURITY AND RISK MANAGEMENT	MUHAMMAD OVAIS	21,000	Jul 08-10	IMPROVING PERSONAL EFFECTIVENESS	KHALID HUSSAIN	27,000
Jul 29-30	INVENTORY MANAGEMENT	ASLAM MUSTAFA	21,000	Jul 08-09	INDUSTRIAL RELATIONS MANAGEMENT, POLICY & PERSPECTIVE	MIAN TARIQ MAHMOOD	21,000
Jul 31 Aug 1	PERFORMANCE NEUROLOGY	MUHAMMAD OVAIS	21,000	Jul 15-16	ANGER MANAGEMENT	AURANGZAIB MUBASHIR	21,000
Aug 01-02	ENHANCING LEADERSHIP SKILLS	LAIQ UR RAHMAN	21,000	Jul 15-16	INSURANCE SALES MANAGEMENT	M. ARSHAD	21,000
Aug 05-07	TRAINING TECHNIQUES FOR TRAINERS	KHALID HUSSAIN	27,000	Jul 17	METACOGNITION – SMART THINKING FOR FUTURE WORK FORCE	KASHIF SOHAIL	12,000
Aug 05-06	CUSTOMER SERVICE EXCELLENCE	ADEEL ZEERAK	21,000	Jul 22-23	EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	MUHAMMAD RIZWAN	21,000
Aug 05-06	PARTNERS FOR PROGRESS	ASAD FAROOQ SIDDIQUI	21,000	Jul 22-23	STAKEHOLDERS MANAGEMENT	ZILLAY AHMED NAWAB	21,000
Aug 19-20	PERFORMANCE BASED MANAGEMENT	MUHAMMAD RIZWAN	21,000	Jul 22-23	MANAGEMENT IN THE AGE OF ARTIFICIAL INTELLIGENCE	KASHIF SUHAIL	21,000
Aug 19-20	ADVANCED MS EXCEL	JAWAID SIDDIQUE	18,000	Jul 29-30	FUNDAMENTALS OF ISLAMIC BANKING & FINANCE	HASSAN USMANI	21,000
Aug 26-27	ASSERTIVENESS SKILLS	ASMAT BATOOL	21,000	Jul 31 Aug 2	TEAM WORK: GETTING PEOPLE TO WORK TOGETHER	ASLAM SONI	27,000
Aug 26-27	SAP BUSINESS ONE	JAWAID SIDDIQUE	21,000	Aug 05-06	PROJECT MONITORING, EVALUATION & CONTROL	LAIQ UR RAHMAN	21,000
Aug 26-27	BEGINNERS GUIDE TO STRATEGIC HUMAN RESOURCE MANAGEMENT	AURANGZAIB MUBASHIR	21,000	Aug 05-06	PRODUCT TO BRAND	QASHIF EFFENDI	21,000
Aug 26-29	DEVELOPING MANAGERIAL COMPETENCIES	KHALID HUSSAIN	21,000	Aug 07-08	HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	ALEEM HABIB	21,000
<b>ISLAMABAD</b>				Aug 07-08	PRESENTATION SKILLS FOR MANAGERS	ASMAT BATOOL	21,000
Feb 06-07	TOOLS FOR DEVELOPING ORGANIZATIONAL POLICIES	SHEHLA YASMEEN	21,000	Aug 19	HOW TO CONDUCT EFFECTIVE MEETINGS	ASMAT BATOOL	12,000
Feb 06-07	UNDERSTANDING PPRA RULES	WISAL KHAN	21,000	Aug 20-21	REWIRE YOUR BRAIN FOR CREATIVE THINKING	ASMAT BATOOL	21,000
Feb 07-08	ENHANCING LEADERSHIP SKILLS	LAIQ UR RAHMAN	21,000	Aug 21-22	CORPORATE GOVERNANCE	ASIM CHISHTI	21,000
Feb 11-12	NEGOTIATION SKILLS	ASLAM SONI	21,000	Aug 26-27	CONTRACT MANAGEMENT	ADEEL ZEERAK	21,000
Feb 11-13	PROBLEM SOLVING AND DECISION MAKING SKILLS	KHALID HUSSAIN	27,000	Aug 26-31	CISCOM - CERTIFICATE IN SUPPLY CHAIN & OPERATIONS MANAGEMENT	ASLAM MUSTAFA / ASLAM SONI	99,000
Feb 14-15	DEVELOPING MANAGERIAL COMPETENCIES	KHALID HUSSAIN	21,000	Aug 28-29	GOOD BUSINESS ETIQUETTES	RUQAIYA FAKHRI	21,000
Feb 18-20	MODERN SECRETARIAL PRACTICES	ASMAT BATOOL	27,000				
Feb 18-20	MANAGING LEARNING & DEVELOPMENT FUNCTION: TNA TO ROTI	SHEHLA YASMEEN / AURANGZAIB	27,000				
Feb 25-27	DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	KHALID HUSSAIN	21,000				

- PIM reserves the right to change the fee structure and trainer/ facilitator due to any unavoidable situation or reason.
- PIM offers complimentary participation and fee discounts in courses to various categories of PIM Memberships.
- Fee is exclusive of all applicable taxes.



# PAKISTAN INSTITUTE OF MANAGEMENT

## CATEGORY WISE COURSES

(FEBRUARY to AUGUST 2019)

*Progress  
through Better  
Management &  
Good Governance*

COMMUNICATION				GENERAL MANAGEMENT				
	DATE	CITY	FEES (RS)		DATE	CITY	FEES (RS)	
BASICS OF BUSINESS ENGLISH	Jul 29-31	KARACHI	27,000	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	Jun 17-20	ISLAMABAD	24,000	
EFFECTIVE COMMUNICATION SKILLS	Mar 18-20	KARACHI	27,000	MANAGEMENT IN THE AGE OF ARTIFICIAL INTELLIGENCE	Jul 22-23	ISLAMABAD	21,000	
	Apr 16-18	ISLAMABAD		MANAGING WITH AUTHORITY & INFLUENCE	Apr 29-30	LAHORE	21,000	
EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	Jun 24-26	LAHORE	27,000	METACOGNITION – SMART THINKING FOR FUTURE WORK FORCE	Jun 17-18	KARACHI		12,000
	Apr 08-10	LAHORE		MIND OPENERS FOR MANAGERS	Jul 17	ISLAMABAD	30,000	
PRESENTATION SKILLS FOR MANAGERS	Feb 06-08	KARACHI	21,000	MODERN SECRETARIAL PRACTICES	Mar 25-26	LAHORE		27,000
	Apr 15-16	KARACHI		ISLAMABAD	Feb 18-20	ISLAMABAD	27,000	
	Jul 08-09	LAHORE		ISLAMABAD	Mar 25-27	KARACHI		
<b>FINANCIAL MANAGEMENT / INSURANCE</b>				NEGOTIATION SKILLS	Feb 11-12	ISLAMABAD	21,000	
COST EVALUATION AND BUDGETING	Mar 25-26	KARACHI	21,000	PARTNERS FOR PROGRESS	Mar 25-26	LAHORE		21,000
	Apr 29-30	LAHORE			ISLAMABAD	Mar 04-05	ISLAMABAD	
FINANCE AND ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	Jul 08-09	KARACHI	27,000	PERFORMANCE BASED MANAGEMENT	Jul 08-09	KARACHI	21,000	
	Mar 11-13	ISLAMABAD			LAHORE	Aug 05-06		LAHORE
FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	Jul 15-17	LAHORE	27,000	PREVENTION OF HARASSMENT AND VIOLENCE AT WORKPLACE	Jul 24	KARACHI	27,000	
	Mar 04-06	LAHORE		ISLAMABAD	Feb 06-08	LAHORE		27,000
FINANCIAL MANAGEMENT COURSE	Apr 08-10	ISLAMABAD	21,000	PRINCIPLES OF GOOD MANAGEMENT	Apr 01-03	ISLAMABAD	27,000	
	Jun 17-19	KARACHI			ISLAMABAD	Aug 05-07		KARACHI
FUNDAMENTALS OF ISLAMIC BANKING & FINANCE	Feb 14-15	LAHORE	21,000	PROBLEM SOLVING AND DECISION MAKING SKILLS	Feb 11-13	ISLAMABAD	27,000	
INSURANCE SALES MANAGEMENT	Jul 29-30	ISLAMABAD	21,000		Jul 01-03	LAHORE		21,000
<b>GENERAL MANAGEMENT</b>				Jul 29-31	KARACHI	21,000	21,000	
ART OF MANAGING CONFLICTS EFFECTIVELY	Mar 25-26	ISLAMABAD	21,000	SKILLS IN ADMINISTRATION	Feb 18-19			LAHORE
BALANCED SCORE CARD	Apr 22-23	KARACHI		ISLAMABAD	Apr 10-11	ISLAMABAD	27,000	
BUILDING PRODUCTIVE WORK FORCE	Jul 01-02	KARACHI	21,000	SKILLS IN GOAL SETTING AND WORK PLANNING	Mar 04-06	KARACHI		21,000
BUILDING RESILIENCE: PREPARE YOURSELF TO THRIVE IN CHALLENGING TIMES	Jul 01-02	LAHORE	21,000	SKILLS IN SUPERVISION	Jun 17-19	LAHORE	21,000	
BUSINESS GROWTH IN THE 4TH GENERATION REVOLUTION	Mar 11-12	LAHORE	21,000	STAKEHOLDERS MANAGEMENT	Jul 08-09	LAHORE		21,000
	Jun 24-25	KARACHI		ISLAMABAD	Jul 22-23	ISLAMABAD	15,000	
CORPORATE GOVERNANCE	Apr 09	ISLAMABAD	15,000	TAKING OWNERSHIP	Apr 08	KARACHI		27,000
COUNSELING SKILLS	Aug 21-22	ISLAMABAD	21,000	TEAM WORK: GETTING PEOPLE TO WORK TOGETHER	Apr 23-25	LAHORE	27,000	
DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	Jul 11	LAHORE	12,000	THE POWER OF CONNECTION (ACTIVITY BASED LEARNING)	Jul 01-03	KARACHI		27,000
	Feb 25-27	ISLAMABAD	21,000	TRADE DYNAMICS AND IMPORT EXPORT MANAGEMENT	Jul 31-Aug 2	ISLAMABAD	21,000	
	Apr 15-17	LAHORE		ISLAMABAD	Jun 26	ISLAMABAD		21,000
Jul 15-17	KARACHI	LAHORE		Feb 25-26	LAHORE	21,000		
DESIGN THINKING FOR INNOVATION	Feb 06-07	KARACHI	21,000	WORK PLACE DIVERSITY	Apr 08-09		ISLAMABAD	21,000
	Apr 08-09	LAHORE		ISLAMABAD	Aug 05-06	KARACHI	21,000	
DEVELOPING MANAGERIAL COMPETENCIES	Feb 14-15	ISLAMABAD	21,000	<b>HUMAN RESOURCE MANAGEMENT</b>				
	Apr 29-30	KARACHI		BEGINNERS GUIDE TO STRATEGIC HUMAN RESOURCE MANAGEMENT	Apr 29-30	KARACHI	21,000	
	Aug 28-29	LAHORE		ISLAMABAD	Aug 26-27	LAHORE		21,000
DEVELOPMENT COURSE FOR SUPERVISORS	Apr 01-02	LAHORE	18,000	COMPETENCY BASED INTERVIEWING SKILLS	Mar 04-05	KARACHI	21,000	
	Jun 24-25	KARACHI		ISLAMABAD	Apr 01-02	ISLAMABAD		21,000
EFFECTIVE DELEGATION SKILLS	Jun 13-14	ISLAMABAD	21,000	DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI'S SYSTEM	Jun 17-18	LAHORE	27,000	
	Jul 08-09	LAHORE		HUMAN RESOURCES MANAGEMENT	Feb 06-08	KARACHI		21,000
	Aug 19-20	KARACHI		ISLAMABAD	Mar 11-13	ISLAMABAD	21,000	
EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	Feb 25-26	KARACHI	21,000	LEARNING & DEVELOPMENT FOR PROFESSIONALS	Apr 01-03	LAHORE		27,000
	Mar 25-26	LAHORE		ISLAMABAD	Mar 25-26	KARACHI	21,000	
EVENT MANAGEMENT SKILLS	Jul 22-23	ISLAMABAD	27,000	MANAGING LEARNING & DEVELOPMENT FUNCTION: TNA to ROTI	Jul 23-24	LAHORE		27,000
	Apr 10-12	LAHORE		ISLAMABAD	Feb 18-20	ISLAMABAD	27,000	
	Apr 23-25	ISLAMABAD		KARACHI	Feb 25-27	KARACHI		15,000
GENDER SENSITIZATION	Jul 15-17	KARACHI	21,000	SUCCESSION PLANNING	Jul 08-10	LAHORE	21,000	
	Feb 18-19	KARACHI		ISLAMABAD	Jun 19	ISLAMABAD		21,000
HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	Feb 25-26	LAHORE	21,000	TALENT MANAGEMENT	Feb 11-12	LAHORE	21,000	
	Apr 22-23	LAHORE		ISLAMABAD	Jul 22-23	KARACHI		21,000
HOW TO CONDUCT EFFECTIVE MEETINGS	Aug 07-08	ISLAMABAD	12,000	THE SHIFT TO DIGITAL LEARNING	Mar 25-26	ISLAMABAD	21,000	
	Jul 01	KARACHI		ISLAMABAD	Feb 06-07	ISLAMABAD		21,000
LEADING & MANAGING CHANGE	Aug 19	ISLAMABAD	21,000	TOOLS FOR DEVELOPING ORGANIZATIONAL POLICIES	Mar 11-12	KARACHI	27,000	
	Jul 22-23	LAHORE		ISLAMABAD	Apr 15-16	LAHORE		27,000
MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	Feb 18-21	KARACHI	24,000	TRAINING TECHNIQUES FOR TRAINERS	Mar 18-20	KARACHI	27,000	
	Mar 18-21	LAHORE		ISLAMABAD	Apr 22-24	ISLAMABAD		27,000
					Aug 05-07	LAHORE		



# PAKISTAN INSTITUTE OF MANAGEMENT

CATEGORY WISE COURSES  
(FEBRUARY to AUGUST 2019)

Progress  
through Better  
Management &  
Good Governance

INFORMATION TECHNOLOGY				PERSONAL EFFECTIVENESS			
	DATE	CITY	FEE (RS)		DATE	CITY	FEE (RS)
ADVANCED MS EXCEL	Mar 11-12	LAHORE	18,000	PERFORMANCE NEUROLOGY	Feb 27-28	ISLAMABAD	21,000
	Apr 08-09	ISLAMABAD			Jun 24-25	KARACHI	
	Jun 17-18	KARACHI		Jul 31-Aug 1	LAHORE		
	Aug 19-20	LAHORE		PERSONAL EXCELLENCE - THE HIGH PERFORMANCE LOOP	Mar 11-12	LAHORE	21,000
ADVANCED MS OFFICE	Jun 24-26	LAHORE	18,000	REWIRE YOUR BRAIN FOR CREATIVE THINKING	Mar 25-26	KARACHI	21,000
ADVANCED MS OFFICE 2016	Jul 03-05	ISLAMABAD	21,000		Aug 20-21	ISLAMABAD	
ANALYZING & VISUALIZING DATA WITH POWER BI TOOLS	Jul 08-09	LAHORE	18,000	STRESS MANAGEMENT	Feb 18-19	KARACHI	21,000
	Aug 26-27	KARACHI			Mar 04-05	ISLAMABAD	
DASHBOARD REPORTING & ADVANCED DATA ANALYSIS WITH MS EXCEL	Mar 11-12	KARACHI	21,000		THE POWER OF POSITIVE THINKING	Jun 25-26	
DATA SCIENCE FOR DECISION MAKING	Mar 18-19	LAHORE		Apr 11-12		LAHORE	
LEARN MS OFFICE	Jul 01-02	ISLAMABAD	27,000	AGILE PROJECT MANAGEMENT WITH SCRUM	Apr 15-16	KARACHI	21,000
SAP BUSINESS ONE	Feb 18-20	LAHORE			Apr 24-25	LAHORE	
<b>LAWS &amp; TAXATION</b>				<b>PROJECT MANAGEMENT</b>			
INDUSTRIAL RELATIONS MANAGEMENT, POLICY & PERSPECTIVE	Feb 06-08	LAHORE	18,000	DISPELLING NEGATIVITY – A MORE RATIONAL APPROACH TO LIFE AND WORK LIFE	Jul 22-23	KARACHI	21,000
REGULATORY COMPLIANCE AND ITS ORGANIZATIONAL BENEFITS	Aug 26-27	LAHORE	21,000		Jun 17-18	ISLAMABAD	
TAXATION / TAX LAWS OF PAKISTAN	Jul 08-09	ISLAMABAD	21,000	MANAGING MULTIPLE PROJECTS EFFECTIVELY	Apr 18-19	LAHORE	21,000
UNDERSTANDING LABOUR LAW	Mar 18-19	ISLAMABAD	21,000		Aug 19-20	KARACHI	
UNDERSTANDING PPRA RULES	Apr 01-02	ISLAMABAD	21,000	PLANNING & SCHEDULING WITH PRIMAVERA P6 V18.8	Apr 15-17	LAHORE	27,000
	Feb 06-07	ISLAMABAD			Jul 15-17	KARACHI	
	Apr 22-23	LAHORE			Mar 21-22	LAHORE	
<b>LEADERSHIP &amp; STRATEGIC MANAGEMENT</b>				PROJECT MONITORING, EVALUATION & CONTROL	Jul 15-16	KARACHI	21,000
CREATING ORGANIZATIONAL EXCELLENCE	Jul 15-16	KARACHI	Aug 05-06		ISLAMABAD		
DEVELOPING SUSTAINABLE LEADERSHIP IN THE ORGANIZATION	Feb 25-26	KARACHI	21,000	WORKSHOP ON PROJECT MANAGEMENT	Feb 18-22	LAHORE	35,000
ENHANCING LEADERSHIP SKILLS	Feb 20	KARACHI	18,000		Apr 01-05	KARACHI	
FORMULATING STRATEGY (NEW)	Feb 07-08	ISLAMABAD	21,000	<b>QUALITY &amp; OPERATIONS MANAGEMENT</b>			
	Aug 01-02	LAHORE		ASSET MANAGEMENT ISO 55001	Apr 29-30	KARACHI	21,000
IMPLEMENTATION STRATEGY (NEW)	Mar 04-05	KARACHI	25,000	CONTRACT MANAGEMENT	Feb 25-26	LAHORE	21,000
INNOVATIVE LEADERSHIP	Aug 01-02	LAHORE	25,000		Jul 22-23	KARACHI	
MANAGERIAL TRANSITION: FROM OPERATIONAL MANAGER TO STRATEGIC THINKER	Jul 29-30	KARACHI	18,000	CUSTOMER SERVICE EXCELLENCE	Aug 26-27	ISLAMABAD	21,000
STRATEGIC ANALYSIS (NEW)	Apr 01	KARACHI	25,000		Aug 05-06	LAHORE	
STRATEGIC DELIVERY OF CHANGE: ORGANIZATIONAL SUCCESS	Mar 18-19	KARACHI	25,000	EFFECTIVE PURCHASE MANAGEMENT	Feb 11-12	KARACHI	21,000
STRATEGIC MANAGEMENT	Jun 24-25	ISLAMABAD	30,000		Apr 15-16	LAHORE	
VISION AND VALUES	Jul 01-02	KARACHI	25,000	INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	Mar 04-05	LAHORE	21,000
<b>MARKETING AND SALES MANAGEMENT</b>					INVENTORY MANAGEMENT	Apr 22-23	
EFFECTIVE SALES FORCE MANAGEMENT	Feb 18-19	LAHORE	25,000	MAINTENANCE MANAGEMENT: FROM BREAKDOWN MAINTENANCE TO TOTAL PRODUCTIVE MAINTENANCE		Jun 24-25	KARACHI
COMPETITIVE EXPORT MARKETING - WINNING STRATEGIES FOR HIGH PERFORMANCE EXPORTING	Jul 08-09	KARACHI	25,000		Feb 11-12	KARACHI	
CUSTOMER SERVICE EXCELLENCE	Apr 22-23	KARACHI	21,000	MATERIAL HANDLING AND WAREHOUSING	Apr 15-16	LAHORE	21,000
DEVELOPING SOCIAL MEDIA MARKETING STRATEGIES	Mar 11-12	KARACHI	15,000		Mar 18-19	KARACHI	
HOW TO PREPARE A MARKETING PLAN	Jun 13-14	LAHORE	21,000	PRODUCTION OPERATIONS MANAGEMENT	Apr 08-10	KARACHI	27,000
PRODUCT TO BRAND	Mar 25-26	KARACHI	21,000		Apr 08-10	KARACHI	
SALES MASTER CLASS	Mar 18	LAHORE	45,000	QUALITY MANAGEMENT MASTER CLASS	Mar 25-27	LAHORE	35,000
COURSE I: SALES EXCELLENCE	Apr 15	KARACHI			Apr 15-19	ISLAMABAD	
COURSE II: SALES FORCE MANAGEMENT	Apr 15	KARACHI	21,000	SIX SIGMA: GREEN BELT	Jul 22-26	KARACHI	35,000
<b>PERSONAL EFFECTIVENESS</b>					TOTAL PRODUCTIVE MAINTENANCE	Mar 04-08	
ANGER MANAGEMENT	Apr 15-16	ISLAMABAD	21,000	Jul 08-09		KARACHI	21,000
ASSERTIVENESS SKILLS	Jul 15-16	ISLAMABAD	21,000	<b>SAFETY AND SECURITY</b>			
BUILDING RAPPORT	Mar 06-07	ISLAMABAD		12,000	BEHAVIOUR BASED SAFETY	Apr 15-16	ISLAMABAD
GOOD BUSINESS ETIQUETTES	Aug 19-20	KARACHI	21,000	DISASTER MANAGEMENT	Jun 24-25	KARACHI	
	Aug 26-27	LAHORE			Feb 11-12	LAHORE	21,000
HANDLING DIFFICULT PEOPLE	Feb 25	KARACHI	21,000	SECURITY AND RISK MANAGEMENT	Apr 22-23	KARACHI	
	Apr 22-23	KARACHI			Feb 25-26	ISLAMABAD	
IMPROVING PERSONAL EFFECTIVENESS	Apr 28-29	ISLAMABAD	21,000	<b>SUPPLY CHAIN MANAGEMENT</b>			
	Apr 29-30	ISLAMABAD		CISCOM - CERTIFICATE IN SUPPLY CHAIN & OPERATIONS MANAGEMENT	Apr 01-06	KARACHI	99,000
IMPROVING PERSONAL EFFECTIVENESS	Jun 13-14	KARACHI	21,000	SUPPLY CHAIN MANAGEMENT	Jul 22-27	LAHORE	
	Jul 17-18	LAHORE			Aug 26-31	ISLAMABAD	
IMPROVING PERSONAL EFFECTIVENESS	Feb 06-08	LAHORE	27,000	<b>WORLD CLASS COMPETITIVENESS</b>			
	Apr 01-03	KARACHI		RESULTS BASED MANAGEMENT & MONITORING	Mar 25-26	LAHORE	21,000
Jul 08-10	ISLAMABAD						

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