

# 2019 TRAINING CALENDAR

Work with your manager to plan the courses you need  
based on your development plans.

(Refer to the attached registration links to enroll.)

<b>MARCH</b>		
18	<a href="#">Foundations of Supervision</a>	New People Managers
19	<a href="#">Sun Starts</a>	All
25 & 27	<a href="#">Effective Business Writing</a>	All
28-29	<a href="#">Service Plus</a>	All
<b>APRIL</b>		
2 & 4	<a href="#">Effective Presentation Skills</a>	All
4-5	<a href="#">Impact the Sun: Performance Management</a>	People Managers: new or in need of refresher
<b>MAY</b>		
10	<a href="#">Sun Starts</a>	All
15, 17 & 20	<a href="#">Sunny Solutions</a>	All
23-24	<a href="#">Impact the Sun: Think on Your Feet</a>	People Managers: new or in need of refresher
<b>JUNE</b>		
28	<a href="#">Respect the Sun (Diversity &amp; Inclusion): Enhancing Generational Diversity</a>	All
17-18	<a href="#">Introduction to Agile and SCRUM Fundamentals</a>	People Managers/Project Managers
19-20	<a href="#">Introduction to Agile and SCRUM Fundamentals</a>	People Managers/Project Managers
<b>JULY</b>		
3	<a href="#">Design Thinking</a>	People Managers/Project Managers
4	<a href="#">Design Thinking</a>	People Managers/Project Managers
5	<a href="#">Sun Starts</a>	All
16-17	<a href="#">Service Plus</a>	All
16	<a href="#">Impact the Sun: Developing your team (Virtual Webinar)</a>	People Managers: new or in need of refresher
30	<a href="#">Impact the Sun: Developing your team (Virtual Webinar)</a>	People Managers: new or in need of refresher
<b>AUGUST</b>		
6	<a href="#">Impact the Sun: Developing your team (Virtual Webinar)</a>	People Managers: new or in need of refresher
15-16	<a href="#">Effective Business Writing</a>	All
22-23	<a href="#">Story Telling for Leaders</a>	All
27-28	<a href="#">Art of Asking Questions</a>	All
<b>SEPTEMBER</b>		
9-10	<a href="#">Art of Asking Questions</a>	All
9-10	<a href="#">Impact the Sun: Emotional Intelligence Using Eqi 2.0</a>	People Managers: new or in need of refresher
11, 13 & 16	<a href="#">Sunny Solutions</a>	All
10	<a href="#">Impact the Sun: Communication Styles (Virtual Webinar)</a>	People Managers: new or in need of refresher
17	<a href="#">Impact the Sun: Communication Styles (Virtual Webinar)</a>	People Managers: new or in need of refresher
24	<a href="#">Impact the Sun: Communication Styles (Virtual Webinar)</a>	People Managers: new or in need of refresher
<b>OCTOBER</b>		
3	<a href="#">Sun Starts</a>	All
10	<a href="#">Respect the Sun (Diversity &amp; Inclusion): Embracing Cultural Differences</a>	All
TBA	<a href="#">Impact the Sun: Change Management</a>	People Managers: new or in need of refresher
<b>NOVEMBER</b>		
TBA	<a href="#">Impact the Sun: Digital Leadership</a>	People Managers: new or in need of refresher

<b>TRAINING</b>	<b>TRAINING DATES</b>	<b>NO. OF PARTICIPANTS</b>
2019 Basic Life Support and First Aid Training	3-May	21
2019 Code of Business Conduct	3-18 Dec	1307
2019 Employee Assistance Program Orientation	25-Apr	38
2019 Financial Crime Awareness	23-May - 3-Oct	1164
2019 Performance Management	4-Apr	24
2019 ROHQ Planning and Team-building	28-Jan	1
2019 Sexual Harassment and Gender Sensitivity Training	15-Feb	33
2019 Sun Peso Maximizer Learning Session	10-Jan	31
2019 Sun Starts Training	19-Mar	24
2020 Basic Life Support and First Aid Training	10-May	27
2020 Employee Assistance Program Orientation	23-Jul	71
2020 ROHQ Planning and Team-building	29-Jan	5
2020 Sun Peso Maximizer Learning Session	3-May	2
Art of Asking Questions	6-Jun	16
Art of Asking Questions	7-Jun	14
Basic Life Support Lecture	22-Jul	39
Business Agility Workshop	14-Oct	13
CLASS A - HIV Awareness and Prevention	4-Apr	10
CLASS B - Nutrition and Diet	4-Apr	42
CLASS C - Gut and Health Nutrition	4-Apr	37
CLASS D - Fertility and Infertility Preservation	4-Apr	18
CLASS E - Embracing the SEED Lifestyle	4-Apr	67
CLASS F - Posture and Productivity in the WP	4-Apr	31
CLASS H - Ready, Set Grow, Supporting Children to Thrive	4-Apr	26
CLASS I- Skin Care 101 and Make Up Tutorial	4-Apr	50
Cultural Appreciation	11-Oct	14
Design Thinking	3-Jul	24
Design Thinking	4-Jul	19
First Aid Training	19-Nov	32
First Aid Training	20-Nov	30
Foundations of Supervision	18-Mar	10
Group Medical Orientation Program	16-Apr	54
Group Medical Plan Orientation	16-Apr	33
I-Know Heart Attack Lecture	2-Apr	30
Maleficent: Misbeliefs on Diabetes Lecture	14-Nov	46
Manila 1B Learning Session	20-May	10
Mental Health Awareness Workshop Seminar	10-Oct	71
Nutrition Lecture	22-Jul	22
Occupational Safety and Health	22-Jun	41
Presentation Skill Training	2-Apr	16

Presentation Skill Training	4-Apr	14
Sunny Solutions	15-May	20
Sunny Solutions	17-May	18
Sunny Solutions	20-May	18
Targeted Selection	10-Apr	1
Think on your Feet	23-May	24
Think on your Feet	24-May	24
Windows 10 Training	17-Jan	177