

## AMAG SCHEDULE OF TRAINING PROGRAMMES - 2026

LIST OF BUSINESS COURSES				
S/N	Course Title	Duration	Course Fee per Person for Online/Physical	Availability
BUSINESS COMMUNICATION & PERSONAL DEVELOPMENT				
1	Mastering Effective Communication: Strategies for Clarity & Impact	2days	N140,000/N180,000	Mar, Jun, Aug, Nov
2	Effective Business Writing Skills: Precision, Persuasion and Professional	2days	N140,000/N180,000	Feb, May, Aug, Oct
3	Ethical Excellence: The Corporate Advantage	2days	N140,000/N180,000	Feb, May, Aug, Oct
4	Personal Effectiveness at Work	2days	N140,000/N180,000	Apr, July, Oct
5	Developing Capacity for Peak Performance	2days	N140,000/N180,000	Jan, Mar, May, Sep, Nov
6	Developing Ownership Culture & Growth Mindset	2days	N140,000/N180,000	Apr, Sept, Nov
7	Developing Critical Thinking Skills	2days	N140,000/N180,000	Mar, May, Jul, Oct
CUSTOMER SERVICE				
8	Excellent Customer Service & Relationship Management	2days	N140,000/N180,000	Mar, Jun, Aug, Nov
9	Customer Service & Work Ethics	2days	N140,000/N180,000	Mar, Jun, Aug, Nov
10	Elevating Customer Service: Strategies for Peak Performance Management	2days	N140,000/N180,000	Feb, Apr, Jun, Oct, Dec
LEADERSHIP & MANAGEMENT				
11	Work Ethics & Leadership Skills Improvement	2days	N140,000/N180,000	Mar, Jul, Oct, Dec
12	Work Ethics & Attitude Improvement	2days	N140,000/N180,000	Apr, Jul, Oct, Dec
13	High Impact Leadership Skills	2days	N140,000/N180,000	Mar, Jun, Nov
14	Crisis Management in Customer Service	2days	N140,000/N180,000	Apr, Jun, Aug, Nov
15	Business Ethics & Corporate Governance	2days	N140,000/N180,000	Feb, May, Aug, Dec
16	High Impact Leadership & Organizational Productivity	2days	N140,000/N180,000	Mar, Jul, Sep, Dec
17	Strategic Leadership & Organizational Productivity	2days	N140,000/N180,000	Feb, May, Jul, Oct
18	Leading & Influencing Change with Emotional Intelligence	2days	N140,000/N180,000	Feb, Jun, Aug, Nov
19	Building Highly Effective Teams	2days	N140,000/N180,000	Jan, Apr, Jul, Sept

20	Leading High-Performing Teams	2days	N140,000/N180,000	Feb, Apr, Aug, Oct
21	Building & Leading a 21 <sup>st</sup> Century Team	2days	N140,000/N180,000	Jan, Apr, Jun, Sept, Nov
22	Managing People for Strategic Advantage	2days	N140,000/N180,000	Jan, Apr, Jul, Oct
23	Essential Administrative Skills	2days	N140,000/N180,000	Feb, Jun, Oct
24	Management Skills Development	2days	N140,000/N180,000	May, Jul, Oct
25	Smart Administrative Skills Improvement: Navigating Modern Workplace Challenges	2days	N140,000/N180,000	Jan, Jun, Sep, Nov
26	Supervisory Skills Essentials	2days	N140,000/N180,000	Jan, Mar, May, Aug
27	Time Management & Productivity Improvement	2days	N140,000/N180,000	Feb, May, Jul, Oct
28	Effective Document Management	2days	N140,000/N180,000	Apr, Jul, Oct
29	Efficient Mailroom Management	2days	N140,000/N180,000	Feb, Jun, Oct
HUMAN RESOURCES MANAGEMENT				
30	HR Records Keeping & Document management	2days	N140,000/N180,000	Apr, Jun, Aug
SALES & MARKETING				
31	High Impact Sales for Maximum Results	2days	N140,000/N180,000	Mar, Jun, Sep, Nov
32	Sales & Customer Retention Skills	2days	N140,000/N180,000	Mar, Jun, Sep, Nov
33	Strategic Sales & Planning	2days	N140,000/N180,000	Mar, Jul, Sept
34	Key Accounts Mgt.	2days	N140,000/N180,000	Feb, Jun, Sept, Nov
35	Driving Business through Strategic Sales	2days	N140,000/N180,000	Feb, May, Aug, Oct
36A	Consultative Selling Skills	2days	N140,000/N180,000	Feb, May, Sept, Nov
36B	Sales of POS Terminals & Merchant Acquisition	2days	N140,000/N180,000	To Be Determined
37	Marketing Skills & Brand Development	2days	N140,000/N180,000	May, Jul, Dec
38	Digital Marketing	2days	N140,000/N180,000	To Be Determined
39	Business Negotiation Skills	2days	N140,000/N180,000	Apr, Jun, Dec
ENTREPRENEURSHIP				
40	Entrepreneurship Skills	2days	Call	To Be Determined
41	Starting & Running a Successful Business	2days	Call	To Be Determined
42	Building a Sustainable Business	2days	N140,000/N180,000	Apr, Jun, Dec

LIST OF SPECIALISED COURSES				
S/N	Course Title	Duration	Course Fees per Person for Online/Physical	Available Dates
SECURITY & AUDIT				
1	Effective Information System Security	3days	N240,000/310,000	Apr, Jul, Oct
2	Information Security Awareness	2days	N170,000/210,000	Feb, May, Oct
3A	Knowledge of Cyber Security	2days	N170,000/210,000	Apr, Aug, Nov
3B	Knowledge & Application of Artificial Intelligence	2days	N170,000/210,000	To Be Determined
4	Auditing Application Systems	3days	N240,000/310,000	To be Determined
5	Effective Data Protection & Security	3days	N240,000/310,000	To be Determined
6	Effective Systems Auditing	3days	N240,000/310,000	Jan, Apr, Jun, Sept
7	Effective Internal Auditing	3days	N240,000/310,000	Mar, Aug, Dec
8	Effective Internal Control & Fraud Prevention	2days	N170,000/210,000	Mar, Jun, Aug
9	Developing Internal Control proficiency	2days	N170,000/210,000	Feb, May, Aug, Dec
10	Audit Report Writing Skills	2days	N170,000/210,000	Jan, May, Sept, Nov
11	Report Writing for Internal Control Officers	2days	N170,000/210,000	Jan, Feb, May, Aug, Nov
12	Fraud Prevention, Detection & Control	2days	N170,000/210,000	Mar, Jun, Aug, Nov
13	Occupational Fraud Awareness	2days	N170,000/210,000	Mar, Jun, Aug, Nov
14	Risk-Based Internal Auditing	3days	N240,000/310,000	Feb, Jun, Aug, Nov
15	Forensic Investigative Auditing	3days	N240,000/310,000	Jan, May, Oct
FINANCE				
16	Budgeting & Corporate Planning	2days	N170,000/210,000	To be determined
17	Mastering Budgeting: Strategies for Financial Stability & Growth	2days	N170,000/210,000	Feb, May, Sept
18	Accounting for Non-Finance Managers	3days	N240,000/310,000	To be Determined
19	Financial Analysis & Reporting	3days	N240,000/310,000	May, Jul, Oct
20	Financial Security at Retirement	2days	N170,000/210,000	Feb, Jun, Aug, Oct

REGULATION & COMPLIANCE				
21	Anti-Money Laundering & Combating Financing of Terrorism	2days	N170,000/210,000	Mar, May, Aug, Nov
22	Mastering Compliance & Enforcement: Strategies for Regulatory Success	2days	N170,000/210,000	May, Aug, Sept, Dec
PROCUREMENT & LOGISTICS				
23	Strategic Cost Management	2days	N170,000/210,000	May, Jul, Oct
24	Strategic Procurement & Contract Management	3days	N240,000/310,000	Jan, Jun, Sept, Nov
25	Effective Contract Management	2days	N170,000/210,000	Mar, June, Sept
26	Procurement Planning & Inventory Control	3days	N240,000/310,000	Feb, June, Sept
27	Mastering Category Management: Strategies for Procurement Excellence	3 days	N240,000/310,000	Jan, Jul, Sept
28	Effective Cost Reduction in Procurement	3days	N240,000/310,000	To be Determined
29	Supply Chain & Logistics Management	3days	N240,000/310,000	Mar, Nov
30	Effective Inventory Management	2days	N170,000/210,000	Mar, Jun, Jul, Nov
31	Effective Tendering & Supplier Relationship Management	2days	N170,000/210,000	To be Determined
FACILITIES & PROJECT MANAGEMENT				
32	Effective Facilities Management	3days	N240,000/310,000	Mar, Jun, Jul, Oct
33	Building Maintenance & Repairs Mgt	2days	N170,000/210,000	Mar, Jun, Nov
34	Workplace Health & Safety	2days	N170,000/210,000	Feb, Apr, Aug, Nov
35	Effective Project Management	2days	N170,000/210,000	To be determined
36	Project Management for Real Estate	2days	N170,000/210,000	To be determined
37	Project Management for IT	2days	N170,000/210,000	To be determined
RISK & LIABILITY MANAGEMENT				
38	Enterprise Risk Management	3days	N240,000/310,000	Apr, Jun, Oct
39	Electronic Business Risk Management	3days	N240,000/310,000	Apr, Jul, Oct
40	Risk Mgt. & Business Planning Process	3days	N240,000/310,000	Apr, Jun, Oct
41	Credit Risk & Debt Recovery	3days	N240,000/310,000	May, Aug

42	Credit Monitoring & Loan Administration	3days	N240,000/310,000	Jul, Oct
43	Credit Analysis & Management	2days	N170,000/210,000	May, Nov
44	Assets & Liabilities Management	2days	N170,000/210,000	Feb, Jul, Sept
<b>OPERATIONS MANAGEMENT</b>				
45	Mastering Digital Banking: Innovation & Financial Transformation	2days	N170,000/210,000	Jan, Apr, Jul, Aug
46	Business Process Improvement	2days	N170,000/210,000	Apr, Jul, Sept, Dec
47	Banking Operations Excellence	2days	Call	In-plant
48	Managing Banking Operations	3days	Call	"
49	Intensive Banking Operations Workshop	3days	Call	"
50	Operational Excellence	2days	Call	"
<b>CERTIFICATIONS TRAINING COURSES</b>				
51	Certified Information System Auditor (CISA) Preparatory Boot Camp	One Week	Call	June, Dec
52	ISO 21502 Project Management		Call	To Be Determined
53	ISO/IEC 27001 Information Security Management Systems		Call	"
54	ISO/IEC 27002 Information Security Controls		Call	"
55	ISO/IEC 27005 Information Security Risk Management		Call	"
56	ISO/IEC 27035 Incident Management Training		Call	"
57	ISO/IEC 38500 IT Governance		Call	"
58	ISO 31000 Risk Management - Training Courses		Call	"
59	ISO 37001 Anti-Bribery Training		Call	"
60	ISO 37002 Whistleblowing Management System		Call	"
61	ISO 37301 Compliance Management System		Call	"
62	ISO 9001 Quality Management		Call	"
63	General Data Protection Regulation (GDPR) Training		Call	"

Kindly note that our fees are subject to an upward review during the calendar year, depending on the prevailing economic circumstances.



## AMAG EXECUTIVE ACADEMY

Amag Executive Academy is a dynamic training academy with focus on capacity building, enhancing people performance and delivering team building events. We specialize in designing and delivering business and specialized courses as open or in-plant training programmes to various clients. All our training programmes and coaching sessions are carefully designed to achieve individual and corporate objectives

### **Training Categories - Business**

- Customer Relationship Management
- Business Operations Management
- Business Communication
- Interpersonal Relationship Management
- Sales and Marketing
- Leadership & Management
- Personal Development
- Performance Management
- Problem Solving & Decision Making
- General Administration

### **Training Categories - Specialized**

- Banking Operations and Regulations
- Risk Management
- Audit & Compliance
- Supply Chain and Procurement
- Finance & Cost Management
- Facilities & Project Management
- Information Technology

**Venue:** Online/Physical/Virtual/Hybrid

**Duration:** 2-3 days

**Time:** 9am – 4pm daily

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For more details on the upcoming training courses and to register your delegates, kindly send an email to Amag Academy using the link below:  
[Course Enrollment](#)