



TEAL AFRICA

...improving traditional education

QUARTER 1 2025 - TRAINING CALENDAR

TRAINING COURSES

MODULE	DURATION	INTENDED AUDIENCE	TRAINING TYPE	TRAINING MODE
PUBLIC SPEAKING	4 MANDATORY SESSIONS	C-SUITE	INDIVIDUAL	2 HYBRID SESSIONS 2 PHYSICAL SESSIONS
	4 MANDATORY SESSIONS	JUNIOR STAFF	GROUP	PHYSICAL
BUSINESS ETIQUETTE	4 SESSIONS ALL MODULES MANDATORY (ASSESSMENT INCLUSIVE)	ALL EMPLOYEES	GROUP	PHYSICAL/ VIRTUAL/ HYBRID
ORGANISATIONAL EFFICIENCY	4 SESSIONS ALL MODULES MANDATORY (ASSESSMENT INCLUSIVE)	ALL EMPLOYEES	GROUP	PHYSICAL



RESEARCH & ADVISORY SERVICES

Developing Standard Operating Procedures handbooks

Developing work place policies and staff hand books

Culture testing:
For new hires and graduate trainees