

2021 CORPORATE TRAINING PUBLIC WORKSHOPS

WRITTEN COMMUNICATION	Price	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Better Emails	RM 1,050.00	20-21		3-4			9-10		4-5		20-21		
Fine Tuning Writing Skills	RM 1,050.00		24-25							8-9			1-2
Grammar Foundations	RM 1,050.00	18-19			7-8			14-15			6-7		
Refining Your Grammar	RM 1,050.00			10-11									
Taking Your Grammar to the Next Level	RM 1,050.00					5-6				1-2			
Writing for Social Media	RM 1,050.00		24-25								27-28		
Customer-focused Writing	RM 1,050.00											10-11	
Business Writing Essentials	RM 1,050.00		3-4							29-30			
Advanced Business Writing	RM 1,050.00						28-29						
Minutes of Meetings	RM 1,050.00				21-22								
Proof-read to Perfection	RM 525.00				28					15			

INTERPERSONAL COMMUNICATION	Price	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Communicate with Confidence	RM 1,050.00	13-14	17-18		14-15		16-17	28-29				24-25	
Handling Difficult Colleagues and Customers	RM 1,050.00	20-21				19-20			11-12		13-14		
Positive Influencing Skills	RM 1,050.00											17-18	
Success with Presentations	RM 1,050.00				21-22				18-19				
Strategic Business Storytelling	RM 1,050.00									22-23			
Say It Clearly	RM 1,050.00			17-18									8-9
Effective Negotiation Skills	RM 1,050.00						23-24						
Effective Public Speaking	RM 1,050.00						2-3		25-26				
Train the Trainer: Key Skills *New	RM 1,365.00							14-15					

CUSTOMER MANAGEMENT	Price	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Delivering Service Excellence	RM 1,050.00							7-8					
Service Excellence on the Telephone	RM 525.00											3	

PRODUCTIVITY AND PERFORMANCE	Price	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Unconscious Bias	RM 525.00					27							
Time Management	RM 525.00	27										3	
Problem-solving and Decision-making	RM 1,050.00				26-27								
Intercultural Fluency Essentials *New	RM 1,050.00										27-28		
Assertiveness: Achieving Win-Win	RM 525.00									15			



Want to know more?
 Email us: corporate.training@britishcouncil.org.my
 Call us: 03 – 2723 7900/7917

© Professional Development Centre, British Council Malaysia



QR code to our
 customised
 courses



QR code to our
 public workshops

Venue: BC KL
 Venue: BC Damansara

*Prices are inclusive of 6% SST.