

Professional Development Short Course Dates for 2024/25

Date	Course	Location	Price (per person)
May 2025			
1 May 2025	New for 2024/25 Creating a Safe & Healthy Work Environment	Dunfermline	£245
20 & 21 May 2025	Managing & Leading the Team	Dunfermline	£435
28 May 2025	Introduction to Lean	Dunfermline	£325
June 2025			
12 June 2025	Mental Health in the Workplace	Dunfermline	£245
18 & 19 June 2025	Train the Trainer	Dunfermline	£435

Coming soon: Critical Thinking Skills; Decision Making; Managing Diverse Teams; Working with Different Generations; Digital Marketing Basics.

The following courses are also available, subject to demand:

- Introduction to Lean
- Presentation Skills
- Effective Business Writing
- Developing Leaders of the Future
- Developing the Strategic Manager
- Negotiation Skills
- Equality & Diversity in the Workplace
- Managing the Performance of Staff
- Consultative Selling

If you don't see what you are looking for, please contact us to discuss your requirements, as we can also deliver bespoke courses to meet individual company needs either at our purpose-built training and conferencing venue, [Carnegie Conference Centre](#), or at your own premises.

To book your place, or find out more about our other IT short courses, please call **0344 248 0153** or email sales@fife.ac.uk