

## **COURSES & SERVICES**

## FaxBack Request for Information

If you would like us to contact you regarding programs listed below, please tick the box next to the appropriate item, complete your details below and send or fax this page to Synergetic Learning (details below):

	360° Feedback:		MBTI® for Psychologists: How to administer, use & apply
	Leadership Effectiveness Profile™ (360°)	_	Using the MBTI in Team Building
	Improving Performance Using 360° Feedback	Ц	MBTI®-related programs (no MBTI qualifications required):
_	Skills Development Questionnaire™ (360°)		Introduction to the MBTI: Know Your Type™
	Are You Looking After Yourself™: Health & Well-being		<ul> <li>Managing Yourself, Influencing Others™</li> <li>Managing Yourself, Managing Others™</li> </ul>
	Balancing Work & Home		Managing Yourself, Working With Change™
	Business/Corporate Plan facilitation services		☐ Managing Yourself, Working With Others™
	Business Planning Survival Skills™	_	The MBTI, Management and Leadership
	Career Planning & Development (also careers counselling)		Occupational Health & Safety
	Change Management		Performance Management
	Client/Customer Service Skills	Ц	Policy Development
	Communication Skills		PowerPoint®
	Conflict Resolution		Development & Presentation Skills
		_	slideshow design & development services
	Creativity 101		Presentation Skills
	Dealing With Difficult People		Project Management
	Diversity & Cultural Awareness		Psychological Assessment Services
	Emotional Intelligence (EI/EQ)		Research & Statistics for Business
	Facilitation Skills		Self Awareness Assessment Centre
	Human Resource (HR) Management		Staff Selection & Interviewing Skills
	Management & Leadership Programs:		Stress Management & Developing Resilience
	Introduction to Management  Leadership Development Programs		Team Skills / Team Building / Team Maintenance
	☐ Leadership Development Programs ☐ Managing Underperformance		Time Management
	Performance Management		Train-the-Trainer (Basic & Advanced Programs)
	Supervision Skills (for 1st Line Supervisors)		
	Marketing Your Products & Services		When All Else Fails™: Managing Underperformance
	Myers-Briggs Type Indicator® (MBTI®) for practitioners*:	Ш	Writing Skills (Business/Referee Report/Report)
	Do What You Are™: A Career Development Program	* Note:	For qualified MBTI® administrators & psychologists only If you don't see the program you want listed, please ask.
Voc	places. I would like to receive information on the courses/workshops	lconiooc	indicated above:
Yes please. I would like to receive information on the courses/workshops/services indicated above:			
Name			Fax:
Positi	Agency/company ion Title: /business name:		
Addre	ess:		Postcode:

For further information please contact Synergetic Learning:









