



“The first and most important step toward success is the feeling that we can succeed”



People skills and Management training, coaching & workshops

People skills courses:

- Time management in the workplace
- Stress management in the workplace
- Facilitating workshops / meetings
- Team building and team leader skills
- Effective communication skills
- Effective line-manager / supervisory expertise
- Practical presentation skills (including PowerPoint)
- Behavioural presentation skills (inc self presentation)
- Assertiveness and Self-Confidence
- Customer service
- Report writing
- Train the in-house trainer

also

- Office ergonomics
- Office risk awareness

Management and Leadership

- Management and Leadership coaching and workshops
- Integrity Management Leadership
- AYS creates specific workshops according to client needs

In addition we offer:

- Management consultancy
- Contingency management
- Learning and Development consultancy
- Management of Change (& change of Management)

Competency

- In-house Assessor course
- In-house Verifiers course
- Train the in-house coach

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