



THE UNITED REPUBLIC OF TANZANIA  
MINISTRY OF INDUSTRY AND TRADE  
**COLLEGE OF BUSINESS EDUCATION (CBE)**



*(Incorporated By Act Of Parliament No. 315 R.E. 2002)*



# **Professional Development Course**



*Offered By*  
**THE COLLEGE OF BUSINESS  
EDUCATION**

**CBE, 2025**



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# PROFESSIONAL DEVELOPMENT COURSES

*Offered By*  
The College Of Business Education  
(CBE)

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CBE, 2024

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Professional Development Courses | CBE

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## EXECUTIVE SUMMARY

The College of Business Education (CBE) is pleased to present an extensive list of professional development courses designed to meet the evolving needs of diverse clientele. These courses are meticulously curated to provide practical knowledge and competencies that are immediately applicable in various professional settings. CBE offers a wide range of professional development courses covering key areas in Accountancy, Business Administration, Marketing, Information Technology, Metrology and Standardization, Tourism and Events Management, Procurement and Supplies Management, Transport and Logistics Management, Human Resources Management, Business Studies with Education, Records and Archives Management, Digital Marketing, Leadership, Good governance and more of business-oriented programmes. Each course is designed to address current industry trends and equip participants with relevant skills and competencies.

In understanding the varied needs of clients, CBE ensures that the venue, course contents, course dates, location, and physical or online facilitation for each course are flexible and can be arranged according to the specific requirements of the participants. This flexibility aims to provide a conducive learning environment tailored to enhance the overall training experience, preferences, and logistical considerations of participants. The college is committed to a customer-centric approach in delivering professional development courses. It prioritises the needs and preferences of clients to ensure that each course meets their expectations and professional development goals.

For further inquiries and coordination of these professional development courses, Ms. Robi Mwema (Phone: [+255 712 793 834](tel:+255712793834); Email: [robi.mwema@cbe.ac.tz](mailto:robi.mwema@cbe.ac.tz)) will serve as the contact person and coordinator. With our extensive experience and dedication, we can also assist in tailoring the course offerings to meet specific demand-driven and competence-based education while ensuring a seamless learning experience for all participants.

SN	Title	Course objectives and competences	Participants	Duration (Days)	Cost per person
1.	<b>Preparing For Retirement With Entrepreneurial Thinking</b>  <i>(To be held in the first week of February, 2025)</i>	<p>This short course is designed to equip retirees and pre-retirees with entrepreneurial skills and a proactive mindset to seize opportunities and build a fulfilling post-retirement life.</p> <p><b>Course Objectives:</b></p> <ul style="list-style-type: none"> <li>- Understand the fundamentals of entrepreneurial thinking and its relevance for retirees.</li> <li>- Explore potential, business ideas and opportunities that align with your skills, interests, and passions.</li> <li>- Develop essential business planning and financial management skills tailored for small ventures.</li> <li>- Do and Don'ts for retirees</li> <li>- Gain insights from inspiring case studies of successful retiree entrepreneurs.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Individuals approaching retirement who want to explore new income generating opportunities.</li> <li>▪ Retirees seeking to enhance their skills and transition into entrepreneurship.</li> <li>▪ Professionals planning for a financially sustainable and engaging post-retirement life.</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
2.	<b>Corporate Branding And Visibility</b>  <i>(To be held in the third week of February, 2025)</i>	<p>In today's competitive business landscape, strong corporate branding and visibility are crucial for building trust, attracting customers, and achieving organizational goals. This short course is designed to equip participants with the tools and strategies necessary to enhance their corporate brand and increase its visibility in the marketplace.</p> <p>The objectives of this course are to:</p> <ul style="list-style-type: none"> <li>- Understand the fundamentals of corporate branding and its role in business success.</li> <li>- Explore strategies for creating and managing a compelling brand identity.</li> <li>- Enhance corporate visibility through effective marketing and communication channels.</li> <li>- Leverage digital tools and platforms for branding and visibility.</li> <li>- Measure the impact of branding efforts and optimize for growth.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Business leaders and managers.</li> <li>▪ Marketing and communication professionals.</li> <li>▪ Entrepreneurs and startups.</li> <li>▪ Public relations practitioners.</li> <li>▪ Anyone interested in improving their corporate branding skills.</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
3.	<b>Strategic Leadership In Public Service</b>  <i>(To be held in the first week of March, 2025)</i>	<p>Cultivate Strategic Thinking Skills</p> <ul style="list-style-type: none"> <li>- To develop the ability to align departmental objectives with broader national priorities, ensuring coherence and impact.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analysts</li> <li>▪ Officers</li> <li>▪ Managers.</li> <li>▪ Directors</li> <li>▪ Managers</li> <li>▪ Senior Leaders</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>

		<p>Strengthen Decision-Making in Complex Environments</p> <ul style="list-style-type: none"> <li>To enhance the capacity for effective decision-making in dynamic and multifaceted public sector contexts.</li> </ul> <p>Master Stakeholder Identification and Management</p> <ul style="list-style-type: none"> <li>To equip participants with tools and techniques for identifying, engaging, and managing key stakeholders to achieve strategic goals.</li> </ul> <p>Enhance Leadership Competencies</p> <ul style="list-style-type: none"> <li>To foster leadership capabilities essential for driving organizational transformation and promoting a culture of innovation.</li> </ul> <p>Leverage Modern Technology in Leadership</p> <ul style="list-style-type: none"> <li>To explore the integration of digital tools and technologies to streamline leadership functions and improve organizational efficiency.</li> </ul> <p>Learn from Strategic Leadership Case Studies</p> <ul style="list-style-type: none"> <li>To analyze and draw insights from selected case studies that demonstrate successful strategic leadership practices in diverse context</li> </ul>			400 (USD)
4.	<p><b>Change Management In Government Institutions</b></p> <p><i>(To be held in the third week of March, 2025)</i></p>	<ul style="list-style-type: none"> <li>Understand the Fundamentals of Change Management</li> <li>Identify Drivers of Organizational Change</li> <li>Develop Strategies for Implementing Change</li> <li>Foster a Culture of Innovation and Adaptability</li> <li>Enhance Communication and Leadership Skills</li> <li>Mitigate Risks and Overcome Resistance to Change</li> <li>Evaluate the Impact of Change Initiatives( Cases)</li> </ul>	<ul style="list-style-type: none"> <li>Policy analysts,</li> <li>trade officers,</li> <li>senior managers.</li> <li>Public servants</li> </ul>	5	<p>1,000,000 (TZS)</p> <p>Or</p> <p>400 (USD)</p>
5.	<p><b>Effective Communication And Public Engagement</b></p> <p><i>(To be held in the first week of April, 2025)</i></p>	<ul style="list-style-type: none"> <li>Mastering techniques for clear and effective communication within and outside the organization.</li> <li>Enhancing active listening skills to address public concerns effectively.</li> <li>Building strategies for successful public engagement and collaboration.</li> <li>Learn to handle media and public relations under challenging scenarios.</li> </ul>	<ul style="list-style-type: none"> <li>Policy analysts</li> <li>trade officers,</li> <li>senior managers.</li> <li>Public servants</li> </ul>	5	<p>1,000,000 (TZS)</p> <p>Or</p> <p>400 (USD)</p>
6.	<p><b>Ethical Leadership In The Public Sector</b></p>	<ul style="list-style-type: none"> <li>Understand the importance of ethics and integrity in public service.</li> <li>Develop strategies to address ethical dilemmas in leadership roles.</li> </ul>	<ul style="list-style-type: none"> <li>Policy analysts</li> <li>trade officers,</li> <li>senior managers.</li> <li>Public servants</li> </ul>	5	<p>1,000,000 (TZS)</p> <p>Or</p>

	<i>(To be held in the third week of April, 2025)</i>	<ul style="list-style-type: none"> <li>– Foster a culture of accountability and transparency within teams.</li> <li>– Promote adherence to public service codes of conduct.</li> </ul>			<b>400</b> (USD)
7.	<b>Time And Resource Management For Public Sector Leaders</b> <i>(To be held in the first week of May, 2025)</i>	<ul style="list-style-type: none"> <li>– Learn strategies for prioritizing tasks and setting realistic goals.</li> <li>– Master techniques to optimize resource allocation and utilization.</li> <li>– Understand methods to monitor and evaluate resource efficiency.</li> <li>– Enhance skills to balance professional responsibilities with leadership demands.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analysts</li> <li>▪ trade officers,</li> <li>▪ senior managers.</li> </ul>	<b>4</b>	<b>800,000</b> (TZS)  <b>Or</b> <b>350</b> (USD)
8.	<b>Conflict Resolution And Negotiation Skills</b> <i>(To be held in the third week of May, 2025)</i>	<ul style="list-style-type: none"> <li>– Develop skills to identify the root causes of workplace conflicts.</li> <li>– Learn practical techniques for mediating and resolving disputes.</li> <li>– Enhance negotiation skills to achieve win-win outcomes.</li> <li>– Build frameworks for fostering harmonious team relationships.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analysts</li> <li>▪ trade officers,</li> <li>▪ senior managers.</li> </ul>	<b>5</b>	<b>1,000,000</b> (TZS)  <b>Or</b> <b>400</b> (USD)
9.	<b>Performance Management In Public Institutions</b> <i>(To be held in the first week of June, 2025)</i>	<ul style="list-style-type: none"> <li>– Understand the principles and tools of performance measurement.</li> <li>– Learn how to set clear and achievable objectives for employee</li> <li>– Develop strategies for conducting effective performance reviews.</li> <li>– Master techniques for providing constructive feedback and fostering growth.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analysts,</li> <li>▪ trade officers,</li> <li>▪ senior managers.</li> </ul>	<b>4</b>	<b>800,000</b> (TZS)  <b>Or</b> <b>350</b> (USD)
10.	<b>Innovative Thinking And Problem-Solving</b> <i>(To be held in the third week of June, 2025)</i>	<ul style="list-style-type: none"> <li>– Encourage creativity to solve complex public sector challenges</li> <li>– Learn techniques to identify and evaluate innovative solutions.</li> <li>– Foster a mindset of continuous improvement and adaptability.</li> <li>– Equip employees with tools to implement and scale innovative ideas</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analysts,</li> <li>▪ Business analyst</li> <li>▪ trade officers, and</li> <li>▪ senior managers.</li> </ul>	<b>4</b>	<b>800,000</b> (TZS)  <b>Or</b> <b>350</b> (USD)
11.	<b>Building High-Performance Teams In Public Service</b> <i>(To be held in the first week of July, 2025)</i>	<ul style="list-style-type: none"> <li>– Understand the dynamics of team development and management.</li> <li>– Learn strategies for fostering collaboration and inclusivity.</li> <li>– Develop techniques to enhance team motivation and productivity.</li> <li>– Equip leaders with skills to manage underperforming team members effectively.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analyst</li> <li>▪ trade officers</li> <li>▪ senior managers.</li> </ul>	<b>5</b>	<b>1,000,000</b> (TZS)  <b>Or</b> <b>400</b> (USD)

12.	<b>Crisis Management And Decision-Making</b> <i>(To be held in the third week of July, 2025)</i>	<ul style="list-style-type: none"> <li>- Develop skills to assess risks and anticipate potential crises.</li> <li>- Learn strategies to make timely and effective decisions during emergencies.</li> <li>- Enhance communication skills for managing crises effectively</li> <li>- Build frameworks for post-crisis evaluation and recovery planning</li> </ul>	<ul style="list-style-type: none"> <li>▪ Policy analyst</li> <li>▪ trade officers</li> <li>▪ senior managers</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
13.	<b>Corporate Meeting Management &amp; Minutes Writing</b> <i>(To be held in the first week of August, 2025)</i>	<ul style="list-style-type: none"> <li>- Equip participants with the skills to plan and manage corporate meetings effectively.</li> <li>- Enhance participants' ability to prepare comprehensive and accurate meeting minutes.</li> <li>- Provide practical insights into meeting protocols and professional documentation.</li> </ul> <b>Key Topics</b> <ul style="list-style-type: none"> <li>- Principles of Corporate Meeting Management.</li> <li>- Preparation and Circulation of Meeting Agendas.</li> <li>- Effective Meeting Facilitation Techniques.</li> <li>- Accurate and Professional Minutes Writing.</li> <li>- Post-Meeting Follow-Ups and Action Points.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Administrative professionals and secretaries.</li> <li>▪ Managers and team leaders responsible for meetings.</li> <li>▪ Board members and committee representatives</li> <li>▪ Anyone looking to enhance their corporate communication skills.</li> </ul>	3	<b>400,000</b> (TZS)  <b>Or</b>  <b>175</b> (USD)
14.	<b>Public Speaking Techniques</b> <i>(To be held in the third week of August, 2025)</i>	<p>This program is designed to empower individuals with the essential skills and confidence required for effective public speaking.</p> <p>Course Objectives</p> <p>Participants will learn to:</p> <ul style="list-style-type: none"> <li>- Overcome public speaking anxiety.</li> <li>- Master vocal projection, articulation, and tone variation.</li> <li>- Develop structured and engaging presentations.</li> <li>- Use body language and non-verbal cues effectively.</li> <li>- Handle questions and interact with audiences professionally.</li> </ul>	<ul style="list-style-type: none"> <li>▪ This course is ideal for professionals, educators, students, and anyone seeking to enhance their communication and presentation skills for personal or professional growth.</li> </ul>	3	<b>400,000</b> (TZS)  <b>Or</b>  <b>175</b> (USD)



SN	Title	Course Objectives	Participants	Duration (Days)	Cost Per Person
1.	<b>Uncertainty Evaluation And Calibration Reporting For Mass Measurement (MET-SC0421)</b>  <i>(To be held in the first week of February, 2025)</i>	<p>Course contains numerous practical techniques for performing uncertainty analyses developed to meet the ISO17025:2005 requirements. This course will take the student through the basics of the ISO GUM (Guide to the expression of Uncertainty in Measurement complex measurement uncertainty quantification approaches.</p> <p>The course will highlight on:</p> <ul style="list-style-type: none"> <li>- Understand calibration procedures for weights (all classes)</li> <li>- Understand the basics of statistics as it applies to the ISO/GUM Method on mass measurement.</li> <li>- Understand the concepts of measurement uncertainty analysis.</li> <li>- Perform measurement uncertainty analysis in calibration reporting.</li> <li>- Developing Uncertainty Budget and Calibration Report.</li> <li>- Application of uncertainty propagation software i.e. metRology ®</li> </ul>	<p>Everyone involved in</p> <ul style="list-style-type: none"> <li>▪ Standards,</li> <li>▪ Metrology laboratories,</li> <li>▪ Calibration,</li> <li>▪ Auditing,</li> <li>▪ Maintenance,</li> <li>▪ Quality control,</li> <li>▪ Metrology or measurement practices,</li> <li>▪ Testing (all disciplines) and</li> <li>▪ Calibration laboratory works (from management to workers).</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
2.	<b>Best Practice In The Control Of Prepackaged Goods (MET-SC0621)</b>  <i>(To be held in the third week of February, 2025)</i>	<p>The emphasis of this course based on practical applications of OIML R79, SADMEL D4 and OIML 87. The content will consist:</p> <ul style="list-style-type: none"> <li>- An overview of the implementation of OIML R87,</li> <li>- Labeling requirements of OIML R79,</li> <li>- Procedures for determining the average quantity of prepackaged goods,</li> <li>- Determining the average tare weight,</li> <li>- Determining drained quantity of goods packed in a liquid medium,</li> <li>- Determining the actual quantity of frozen products,</li> <li>- Random sampling techniques and the different types of density measuring equipment those are available.</li> <li>- Practical demonstrations on how to determine the density of non-carbonated liquids, determining drained weight and how to determine the average quantity and average tare weight.</li> </ul>	<p>The course intended to greatly benefit;</p> <ul style="list-style-type: none"> <li>▪ Legal Metrology or Weights and Measures Officers/Inspectors</li> <li>▪ Quality Control Personnel</li> <li>▪ Packaging and Sales managers</li> <li>▪ Clearing and Forwarding Personnel</li> <li>▪ Warehouse Managers</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)

3.	<b>Measurement Systems For Cross-Country Pipeline Operations And Their Metrological Control (MET-SC0721)</b>  <i>(To be held in the first week of March, 2025)</i>	<ul style="list-style-type: none"> <li>- Overview on Mainline and Station Equipment</li> <li>- Overview on Crude, Product and Gas Pipelines</li> <li>- Pipeline Variables measurement e.g. pressure, temperature, flow rate, fluid density and viscosity</li> <li>- Flow measurement Systems, calibration and certification</li> <li>- Standard, Codes and Recommendation for oil and gas metering system</li> <li>- Auditing and Validation of measuring systems</li> <li>- Verification of measurement systems used for custody transfer</li> <li>- Oil Accounting and Reconciliation</li> </ul>	<p>The course intended to greatly benefit;</p> <ul style="list-style-type: none"> <li>▪ Legal Metrology or Weights and Measures Officers/Inspectors</li> <li>▪ Pipeline Operators</li> <li>▪ Instrumentation and Control personnel</li> <li>▪ Oil Surveyor and terminal in charge</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
4.	<b>Standardization And Metrology Control For Oil And Gas Downstream Operations (MET-SC0821)</b>  <i>(To be held in the third week of March, 2025)</i>	<p>This training ins offered to senior officials of Oil Regulating Agencies, Managers of OMCs and Directors/ Engineers of Oil and Gas Companies. The course is intended to create awareness on the following subtopic.</p> <p>Overview of Quality Infrastructure (QI) Framework</p> <ul style="list-style-type: none"> <li>- Metrology Infrastructure Framework in in Oil and Gas Sector</li> <li>- Standards and Codes in Oil and Gas Measurements</li> <li>- Metrology Control in Oil and Gas</li> <li>- Measurement Regulation and Contractual Agreements</li> <li>- Custody Transfer and Requirements</li> <li>- Measurement Uncertainty in Oil and Gas</li> </ul>	<p>The course intended to greatly benefit the senior officials from</p> <ul style="list-style-type: none"> <li>▪ Oil marketing companies (OMCs),</li> <li>▪ Managers/Seni or officer from regulating and standard bodies for oil and gas, preferably WMA, EWURA, TPDC, Ministry of Industry and Trade, Ministry of Energy, TPA and PBPA.</li> <li>▪ University academic/rese arch staff from various discipline</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
5.	<b>Conformity Assessment, Requirements For The Operation Of Various Types Of Bodies Performing Inspection)</b>	<p>Inspection bodies carry out assessments on behalf of private clients, their parent organizations, or authorities, with the objective of providing information about the conformity of inspected items with regulations, standards, specifications, inspection schemes or contracts. Inspection parameters include matters of quantity, quality, safety, fitness for</p>	<p>This course intended to benefit the following groups; Officials Personnel from Inspection Bodies (EWURA, TBS, WMA, etc.)</p>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)

	<p><b>(MET-SC0921)</b></p> <p><i>(To be held in the first week of April, 2025)</i></p>	<p>purpose, and continued safety compliance of installations or systems in operation.</p> <p>Upon successful completion of the in ISO 17020-2012 course, participant will acquire skills and knowledge in:</p> <ul style="list-style-type: none"> <li>- Design, implement and continually improve a management system for quality, administrative and technical operations of inspection based on the requirements of ISO/IEC 17020:2012.</li> <li>- Develop and utilize requisite documentation including; policies, procedures, manuals, forms / checklists, work instructions related to an organization's inspection processes and activities.</li> <li>- Lead the process of seeking inspection body accreditation which will lead to acceptance of the results of an organization's Inspection processes and activities worldwide</li> </ul>	<ul style="list-style-type: none"> <li>▪ Private Inspectors</li> <li>▪ Inspection bodies whose work can include the examination of materials, products, installations, plants, processes, work procedures or services, and the determination of their conformity with requirements and the subsequent reporting of results of these activities to clients and, when required, to authorities.</li> </ul>		
6.	<p><b>Oil Depots/ Filling Stations Operations &amp; Management (Met-Sc1021)</b></p> <p><i>(To be held in the third week of April, 2025)</i></p>	<p>Avoiding unnecessary losses in petroleum products transactions requires an employment of competent, trained and experienced personnel to handle and supervise the transfer process, measurement/gauging process, inventory control and auditing of measurement equipment and storage facilities. Considering all measuring instruments and storage facilities for petroleum products are subject to metrology control, therefore, there is a great need to all direct dealing personnel in measuring process, stock control, transportation, reconciliation and calibration to get trained on necessary procedures/standards, regulations and technical skills in metrology. After successful completion trainee will be able to;</p> <ul style="list-style-type: none"> <li>- Understand station/deport measurement facilities, measurement processes and measurement regulatory requirements.</li> <li>- Obtaining skills on checking/inspecting the Calibration of Measuring Instruments (pumps and flow meters) and Tanks</li> <li>- Obtain technical skills on tank gauging for VT and UST.</li> </ul>	<p>This courses will greatly benefit everyone responsible in deport/petrol station management and operations, this includes</p> <ul style="list-style-type: none"> <li>▪ Deport/Station Managers</li> <li>▪ Filling Station/Deport Supervisors</li> <li>▪ Financial staff</li> <li>▪ Auditing staff</li> <li>▪ Maintenance staff (fuel pump technicians and tank calibration)</li> <li>▪ Transporters/ Pump attendants</li> </ul>	10	<p><b>1,500,000</b> (TZS)</p> <p><b>Or</b></p> <p><b>600</b> (USD)</p>

		<ul style="list-style-type: none"> <li>Understand the auditing/ inspecting of calibration Chart, Dipsticks and of VT and UST</li> <li>Obtain skills on custody transfer, stock control at the station/deport and estimating possible uncertainty.</li> <li>Be able to perform fuel pumps inspection, simple repair and maintenance.</li> <li>Understanding best practice of transfer during receiving delivered petroleum products.</li> <li>Understanding the Weights and Measures Law</li> </ul>			
7.	<b>Auditing, Validating And Metrology Control Of Fiscal Metering Systems For Oil And Gas (MET-SC0121)</b>  <i>(To be held in the first week of May, 2025)</i>	<p>Oil and gas transactions are conducted globally and the requirement of accuracy in measurement is the major aspect in all transactions. Although there are different methodologies available to the user, but the known fact is that “an inaccurate device can cost either the buyer or the seller millions of dollars, due to reading discrepancies”.</p> <p>This training course will highlight:</p> <ul style="list-style-type: none"> <li>Identification of specific and relevant aspects for flow conditions at the point of measurement.</li> <li>Fiscal measuring systems and technologies.</li> <li>Understand Fiscal metering standards (API, AGA, ISO, OIML etc.) for Oil and Gas</li> <li>Validation and Auditing of fiscal metering system.</li> <li>Metering systems selection in relation to the task at hand</li> <li>Understand proving, calibration, maintenance, and metrology legal requirements in fiscal flow measurement</li> </ul>	<p>This course will greatly everyone involved in fiscal flow measuring systems (from management to workers)</p> <ul style="list-style-type: none"> <li>Managers from various departments</li> <li>Engineers</li> <li>Process personnel</li> <li>Commissioning staff</li> <li>Supervisors</li> <li>Financial staff</li> <li>Auditing staff</li> <li>Maintenance staff (of all disciplines)</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
8.	<b>Oil Accounting And Custody Transfer Operations (MET-SC0221)</b>  <i>(To be held in the third week of May, 2025)</i>	<p>The flow measurement accuracy must be assured when money change hands. Payment made in custody transfer transactions is usually made as the function of the amount of fluid (oil or gas) transferred, so accuracy is paramount simply because a small error in measurement can cause huge financial losses.</p> <p>This training course will highlight:</p> <ul style="list-style-type: none"> <li>The regulations and standards governing oil and gases</li> <li>Important principles of flow-metering including accuracy and repeatability</li> <li>Uncertainty in custody transfer and tank gauging</li> <li>Main types and applications of Flow meters with emphasis on custody transfer</li> </ul>	<p>The training expected to greatly benefit;</p> <ul style="list-style-type: none"> <li>Engineers and Technicians of all disciplines</li> <li>Instrumentation Personnel</li> <li>Procurement and Quality Control Personnel</li> <li>Inspection and Maintenance Engineers</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)



		<ul style="list-style-type: none"> <li>Flow meter proving and calibration techniques</li> <li>Custody transfer standards (API and ISO) and applications</li> </ul>	<ul style="list-style-type: none"> <li>Oil surveyor</li> <li>Oil Depot managers</li> <li>Oil AND Gas Regulating Agencies (e.g. EWURA, PBPA, WMA, TPDC in Tanzania)</li> </ul>		
9.	<b>Basics Of Weighing Scale Repairing (Mechanical And Digital Scales) SC-TECH Level 2</b>  <i>(To be held in the first week of June, 2025)</i>	<p>The course intended at training weighing scale technicians on the basic hands-on skills of repairing mechanical and digital weighing scales. The course will basically highlight;</p> <ul style="list-style-type: none"> <li>Installation of weighing scale ranging from portable pedestal weighing scale to weighbridge platform</li> <li>Repairing and Servicing of Mechanical and Digital Scales</li> <li>Calibration of Mechanical and Digital Scales</li> <li>Weights and Measures Laws and Regulation pertaining weighing instruments and practices</li> </ul>	<p>The training expected to greatly benefit;</p> <ul style="list-style-type: none"> <li>Licensed and non-licensed scale technicians</li> <li>Industrial technicians</li> <li>Scales calibration Personnel</li> <li>Sellers and Suppliers of scales</li> <li>Scales and weighbridge operators</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
10.	<b>Measurement Uncertainty Evaluation, And Calibration Reporting For Flow Meters (MET-SC0421)</b>  <i>(To be held in the third week of June, 2025)</i>	<p>Course contains numerous practical techniques for performing uncertainty quantification and propagation for flow meter following guides from ISO 5168-2005 and JCGM/GUM 100:2008. This course will take students through advanced concepts of measurement uncertainty analysis for flow meter. The course will highlight on:</p> <ul style="list-style-type: none"> <li>Understand various calibration methods for flow meters</li> <li>Understand the basics of statistics as it applies to the ISO/GUM Method.</li> <li>Understand the concepts of measurement uncertainty analysis.</li> <li>Perform measurement uncertainty analysis in calibration reporting.</li> <li>Developing Uncertainty Budget calibration reports</li> <li>Application of uncertainty propagation software i.e. metRology®</li> </ul>	<p>Everyone involved in</p> <ul style="list-style-type: none"> <li>Standards,</li> <li>Metrology laboratories,</li> <li>Calibration,</li> <li>Auditing,</li> <li>Maintenance,</li> <li>Quality control,</li> <li>Metrology or measurement practices,</li> <li>Testing (all disciplines) and</li> <li>Calibration laboratory works (from management to workers).</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)

11.	<b>Uncertainty Evaluation And Calibration Reporting For Pressure, Level And Temperature Measurement. (MET-SC0521)</b>  <i>(To be held in the first week of July, 2025)</i>	<p>Course contains numerous practical techniques for performing uncertainty analysis to meet the ISO17025:2005 requirements. This course will take the student through the basics of the ISO/GUM (Guide to the expression of Uncertainty in Measurement) and advance concepts/methods designed to perform measurement uncertainty analysis.</p> <p>The course will highlight on:</p> <ul style="list-style-type: none"> <li>- Understand calibration of Pressure Gauge, Level Measurement (ATG &amp; Dip-Tape)</li> <li>- Understand the basics of statistics as it applies to the ISO/GUM Method.</li> <li>- Understand the concepts of measurement uncertainty analysis.</li> <li>- Perform measurement uncertainty analysis in calibration reporting.</li> <li>- Developing Uncertainty Budget and Calibration Report</li> <li>- Application of uncertainty propagation software i.e. metrology ®</li> </ul>	<p>Everyone involved in</p> <ul style="list-style-type: none"> <li>▪ standards,</li> <li>▪ metrology laboratories,</li> <li>▪ calibration,</li> <li>▪ auditing,</li> <li>▪ maintenance,</li> <li>▪ quality control,</li> <li>▪ metrology or measurement practices,</li> <li>▪ testing (all disciplines) and</li> <li>▪ Calibration laboratory works (from management to workers).</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
12.	<b>Operation And Maintenance Of Oil And Gas Cross-Country Pipelines (MET-SC1121)</b>  <i>(To be held in the third week of July, 2025)</i>	<p>The increasing demand of simplified, affordable and safe oil and gas transportation has escalated the construction of pipeline network in Tanzania for natural gas, crude oil and petroleum products. The increase of pipeline network might require huge deployment of workforce in the operation and maintenance of the cross-country pipelines. Upon completion of the pipeline operation course, participant will understand;</p> <ul style="list-style-type: none"> <li>- Overview of Mainline and Station Equipment</li> <li>- Operations of Crude and Product Pipelines</li> <li>- SOPs related to Equipment</li> <li>- Jetty, SPM and Off-shore Facilities</li> <li>- Basic Maintenances for pipelines and troubleshooting</li> <li>- Safety and Fire Fighting</li> <li>- Preventive Maintenance for Pipelines</li> <li>- Oil Accounting and Reconciliation</li> <li>- Pipeline Operations and Monitoring Systems</li> </ul>	<p>The course intended to greatly benefit;</p> <ul style="list-style-type: none"> <li>▪ Pipeline Operators</li> <li>▪ Instrumentation and Control personnel</li> <li>▪ Oil Surveyor and terminal/deport in-charge</li> <li>▪ Employee and contractors in pipelines, pumping stations, metering systems, oil marketing companies (OMCs)</li> <li>▪ Personnel working in government regulating and standard bodies.</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)

13.	<b>Water Meter Verification and Testing (ISO 4064, OIML)</b>  <i>(To be held in the first week of August, 2025)</i>	<ul style="list-style-type: none"> <li>- Overview of ISO 4064 and OIML R49 standards</li> <li>- Practical techniques for water meter verification</li> <li>- Testing procedures and methodologies</li> <li>- Compliance with international standards</li> <li>- Technical specification for water meters</li> </ul>	<ul style="list-style-type: none"> <li>▪ Water utility engineers</li> <li>▪ Metrology officers</li> <li>▪ Technicians in meter manufacturing companies</li> <li>▪ Quality control managers</li> <li>▪ Environmental and civil engineers</li> <li>▪ Regulators</li> <li>▪ Academic researchers and students</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
14.	<b>Weighbridge operation, maintenance, and verification</b>  <i>(To be held in the third week of August, 2025)</i>	<ul style="list-style-type: none"> <li>- Operational principles of weighbridges</li> <li>- Weighbridge components and operation</li> <li>- Calibration and verification procedures,</li> <li>- Maintenance and troubleshooting,</li> <li>- Legal and regulatory requirements,</li> <li>- Safety and environmental considerations.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Weighbridge operators</li> <li>▪ Logistics and transport managers</li> <li>▪ Road traffic and safety officers</li> <li>▪ Metrology technicians</li> <li>▪ Regulatory agencies</li> <li>▪ Weighbridge manufacturers and suppliers</li> <li>▪ Customs officers</li> <li>▪ Construction and civil engineering firms</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
15.	<b>Construction, installation, and calibration of fuel storage</b>  <i>(To be held in the first week of September, 2025)</i>	<ul style="list-style-type: none"> <li>- Techniques for constructing and installing fuel storage tanks</li> <li>- Safety considerations and regulatory compliance</li> <li>- Calibration methods for accurate measurement</li> </ul>	<ul style="list-style-type: none"> <li>▪ Weighbridge operators</li> <li>▪ Logistics and transport managers</li> <li>▪ Road traffic and safety officers</li> <li>▪ Metrology technicians</li> <li>▪ Regulatory agencies</li> <li>▪ Weighbridge manufacturers and suppliers</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)

			<ul style="list-style-type: none"> <li>▪ Customs officers</li> <li>▪ Construction and civil engineering firms</li> </ul>		
16.	<b>Oil, Water &amp; Gas Flow Measurement &amp; Control Techniques &amp; Standard</b>  <i>(To be held in the third week of September, 2025)</i>	<ul style="list-style-type: none"> <li>– Techniques for measuring and controlling flow in oil, water, and gas systems</li> <li>– Compliance with industry standards</li> <li>– Advanced control techniques</li> </ul>	<ul style="list-style-type: none"> <li>▪ Petroleum engineers</li> <li>▪ Storage tank fabricators</li> <li>▪ Oil and gas facility operators</li> <li>▪ Calibration technicians</li> <li>▪ Regulators</li> <li>▪ Safety engineers</li> <li>▪ Procurement officers</li> <li>▪ Private calibrators</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
17.	<b>Fuel Pump Technician</b>  <i>(To be held in the first week of October, 2025)</i>	<ul style="list-style-type: none"> <li>– Introduction to Flow measurement and Fuel Pumps</li> <li>– Parts, Types and Pump selection</li> <li>– Installation and Maintenance of Fuel Pumps</li> <li>– Regulations and Ethics governing Fuel Pumps operations</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fuel pump technicians</li> <li>▪ Gas station operators and managers</li> <li>▪ Maintenance technicians</li> <li>▪ Calibration and metrology officers</li> <li>▪ Oil marketing company staff</li> <li>▪ Equipment suppliers and manufacturers</li> <li>▪ Regulatory agency representatives</li> <li>▪ Safety and compliance officers</li> </ul>	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)



S/N	Course Title	Course Objectives	Participants	Duration (Days)	Cost per Person
1.	<b>Improving Corporate Website</b>  <i>(To be held in the first week of February, 2025)</i>	<p>This practical course is designed to equip you with the essential skills and knowledge to optimize your website for better user experience, increased engagement, and enhanced business performance.</p> <p><b>Course Highlights</b></p> <ul style="list-style-type: none"> <li>- <b>Website Design Best Practices:</b> Learn how to create an appealing, user-friendly layout that reflects your brand.</li> <li>- <b>Search Engine Optimization (SEO):</b> Master techniques to improve your website's ranking on search engines.</li> <li>- <b>Content Management:</b> Discover effective ways to create and manage engaging, relevant content.</li> <li>- <b>Website Analytics:</b> Understand how to analyze website performance and make data-driven improvements.</li> <li>- <b>Cybersecurity Basics:</b> Gain insights on protecting your corporate website from online threats.</li> </ul>	<p>This course is ideal for:</p> <ul style="list-style-type: none"> <li>▪ Marketing and IT professionals</li> <li>▪ Entrepreneurs and business owners</li> <li>▪ Anyone responsible for maintaining a corporate website</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
2.	<b>Enterprise Architecture Design And Development Training</b>  <i>(To be held in the third week of February, 2025)</i>	<p>This course will provide participants with the foundational knowledge and skills required to design a digital enterprise architecture roadmap for their respective organisations. After completing this course, participants should be able to:</p> <ul style="list-style-type: none"> <li>- Understand enterprise architecture (EA) concepts, design principles, practices, tools and techniques</li> <li>- Apply EA principles for designing your organisation's digital EA</li> <li>- Apply EA principles to enable digital innovation and transformation for organisation.</li> </ul>	<p>ICT Directors, IT Managers, ICT Officers, IT Professionals, Systems Auditors, Programmers, IT Support Technicians, and any other individuals who are interested on advancing their hands-on skills and knowledge to keep pace with the dynamic business and IT settings.</p>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
3.	<b>Business Continuity And Disaster Recovery Planning (BCDRP) Training</b>	<p>Business Continuity and Disaster Recovery Planning (BCDRP) training course is designed to help organizations prepare for and respond to disruptions, ensuring the continuity of critical business operations.</p>	<p>ICT Directors, IT Managers, ICT Officers, IT Professionals, Systems Auditors, Programmers, IT Support</p>	10	<b>1,500,000</b> (TZS)  <b>Or</b>

	<i>(To be held in the first week of March, 2025)</i>		Technicians, and & others		<b>600</b> (USD)
<b>4.</b>	<b>Windows Server 2019 Administration Training</b>  <i>(To be held in the third week of March, 2025)</i>	<p>Windows Server 2019 Administration training demonstrates an individual's expertise in managing, monitoring, and maintaining the Windows Server 2019 infrastructure. This course covers the essential aspects of the Windows Server 2019 including storage solutions, network infrastructure, virtualization, high availability, and remote access solutions. The course is widely recognized in the IT industry and is commonly used to validate the skills of system administrators, IT professionals, and network engineers.</p> <p>Windows Server 2019 Administration training assures employers of the individual's ability to administer a Windows Server 2019 environment efficiently and effectively, thus enhancing their value and contribution to an organization.</p>	ICT Directors, IT Managers, ICT Officers, IT Professionals, Systems Auditors, Programmers, IT Support Technicians, and any other individuals who are interested on advancing their hands-on skills and knowledge to keep pace with the dynamic business and IT settings	<b>5</b>	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
<b>5.</b>	<b>Network And Information Security Training</b>  <i>(To be held in the first week of April, 2025)</i>	<p>Cyber security, the umbrella term for computer, network and information security, is of increasing importance. New legislation, technologies, vulnerabilities and threats necessitate frequent system updates. Network and Information Security Training offers a critical awareness of current developments and future trends in cryptography, network security and mobile/wireless security. Learners will explore techniques and technologies to combat threats such as malware, social engineering, data leakage or zero-day attacks, based on understanding secure authentication mechanisms, access control, intrusion detection, information security policies and This course prepares the learners to meet the new challenges in the world of increasing threats to computer security by providing them with an understanding of the various threats and countermeasures. Specifically, the theoretical advancements in information security, state-of-the-art techniques, standards and best practices.</p> <p>user education.</p>	ICT Directors, IT Managers, ICT Officers, IT Professionals, Systems Auditors, Programmers, IT Support Technicians, and any other individuals who are interested on advancing their hands-on skills and knowledge to keep pace with the dynamic business and IT settings.	<b>5</b>	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
<b>6.</b>	<b>Android App Development</b>  <i>(To be held in the third week of April, 2025)</i>	<p>This intensive course is tailored for beginners and experienced programmers interested in mastering Android app development. The course will guide you through the essential concepts and practices of Android development, leveraging your existing Programming knowledge. You will engage in hands-on sessions, where you'll build real-</p>	<p>Software developers (Programmers)</p> <ul style="list-style-type: none"> <li>- Mobile App Developers</li> <li>- Software Testers</li> <li>- Students with aspirations to</li> </ul>	<b>5</b>	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)

		world applications, enhancing your skills in creating functional and user-friendly Android apps. This course is ideal for those pursuing a career in mobile app development or seeking to expand their software development skills.	become Android Developers		
7.	<b>Digital Crime Scene: First Responder Procedures</b>  <i>(To be held in the first week of May, 2025)</i>	This course is structured to prepare first responders in cyber-crime scenes. A first responder is an officer, forensic investigator, or anyone who arrives at the crime scene to report a crime or to investigate and collect evidence. The first responder is responsible for protecting and preserving the evidence obtained from the crime scene. Due to the volatile nature of digital evidence, it is very easy to be destroyed even before reporting the crime itself. Any minor mistake by the first responder can make digital evidence obsolete in a court of law. Collecting, securing, and transporting digital evidence should not tamper with the evidence. Digital evidence should be examined only by those trained specifically for that purpose. Therefore, equipping them with the proper knowledge and skills to report crimes involving electronic devices is essential. As a result, this course will provide a deep understanding of digital evidence and the procedures to avoid tampering with the evidence before law enforcement personnel arrive at the crime scenes.	Law enforcement agents, system administrators, network administrators, and other IT professionals are responsible for cyber-crime cases.	5	<b>1,000,000</b> (TZS)  Or  <b>400</b> (USD)
8.	<b>Micro Computer Business Applications</b>  <i>(To be held in the third week of May, 2025)</i>	This comprehensive course is suitable for experienced and non-experienced programmers who wish to learn the full Java programming language (Java SE) in the shortest possible time. Throughout the course, Students will apply the skills learned in each lesson through hands-on practice in a computer lab fully equipped with essential tools. If you are considering a career in computer science, or looking to build on your programming skills, especially in Application software development, learning this course is generally beneficial.	Software developers (Programmers), Software Testers, Software Quality Assurance Managers, Students have dreams of being Software Developers	4	<b>800,000</b> (TZS)  Or  <b>350</b> (USD)
9.	<b>Java SE (Java Standard Edition) For Application Software Development</b>  <i>(To be held in the first week of June, 2025)</i>	This comprehensive course is suitable for experienced and non-experienced programmers who wish to learn the full Java programming language (Java SE) in the shortest possible time. Throughout the course, Students will apply the skills learned in each lesson through hands-on practice in a computer lab fully equipped with essential tools. If you are considering a career in computer science, or looking to build on your programming skills,	Software developers (Programmers), Software Testers, Software Quality Assurance Managers, Students have dreams of being Software Developers	5	<b>1,000,000</b> (TZS)  Or  <b>400</b> (USD)

		especially in Application software development, learning this course is generally beneficial.			
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S/N	Course Title	Course objectives	Participants	Duration (Days)	Cost Per Person
1.	<b>ITC Market Analysis Tools</b> <i>(To be held in the first week of February, 2025)</i>	By the end of the training, participants will: <ul style="list-style-type: none"> <li>– Be proficient in using Trade Map, MacMap, and Export Potential Map for trade analysis.</li> <li>– Can identify new markets, assess export potential, and understand market access conditions.</li> <li>– Be equipped with skills to support export development strategies and enhance trade policy formulation.</li> </ul>	International traders, marketers, policy analysts, trade decision makers, trade support institutions, ministry responsible for commerce, trade, business, trade diplomacy, economists, statisticians, researchers,	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)
2.	<b>Customer Care And Consumer Behavior Management</b> <i>(To be held in the third week of February, 2025)</i>	This course is ideal for anyone looking to deepen their understanding of customer service and how consumer psychology influences business practices. Customer Care and Consumer Behavior typically focuses on understanding customer needs and expectations, how businesses can improve their service delivery, and how consumer behavior influences purchasing decisions.	<ul style="list-style-type: none"> <li>▪ Business Owners</li> <li>▪ Entrepreneurs</li> <li>▪ small business owners</li> <li>▪ Customer Service Representatives:</li> <li>▪ Individuals working in direct customer-</li> <li>▪ Marketing and Sales Professionals:</li> <li>▪ Managers and Team Leaders</li> <li>▪ Students</li> <li>▪ Individuals studying business, marketing, and hospitality</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
3.	<b>Strategic Brand Management</b> <i>(To be held in the first week of March, 2025)</i>	<p><b>Understand Branding Fundamentals</b></p> <ul style="list-style-type: none"> <li>– To develop a comprehensive understanding of branding concepts, principles, and their significance in contemporary business environments.</li> </ul> <p><b>Strategic Brand Alignment</b></p> <ul style="list-style-type: none"> <li>– To explore strategies for aligning brand identity, business goals, and organizational culture to ensure consistency and impact.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Marketers,</li> <li>▪ Promotion,</li> <li>▪ Public Relations officers</li> <li>▪ Product managers</li> <li>▪ Brand managers</li> </ul>		<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)

		<p><b>Building and Sustaining Brand Equity</b></p> <ul style="list-style-type: none"> <li>To learn techniques for building strong brand equity, fostering brand loyalty, and maintaining a competitive advantage in the marketplace.</li> </ul> <p><b>Brand Positioning and Differentiation</b></p> <ul style="list-style-type: none"> <li>To examine methods for effective brand positioning and differentiation, ensuring relevance to target audiences and adaptability to market trends.</li> </ul> <p><b>Behavioral Insights in Branding</b></p> <ul style="list-style-type: none"> <li>To understand the role of consumer behavior and psychology in shaping brand perception and driving brand engagement.</li> </ul> <p><b>Brand Communication and Storytelling</b></p> <ul style="list-style-type: none"> <li>To master the art of brand storytelling and effective communication strategies across multiple platforms and touchpoints</li> </ul>			
4.	<p><b>Marketing In The Digital Era</b></p> <p><i>(To be held in the third week of March, 2025)</i></p>	<p><b>Understand Digital Marketing Fundamentals</b></p> <ul style="list-style-type: none"> <li>To provide a solid foundation in digital marketing concepts, tools, and strategies, highlighting their role in modern business environments.</li> </ul> <p><b>Leverage Digital Channels Effectively</b></p> <ul style="list-style-type: none"> <li>To explore how to use digital channels such as social media, search engines, email, and content marketing to engage audiences and drive business growth.</li> </ul> <p><b>Analyze Consumer Behavior Online</b></p> <ul style="list-style-type: none"> <li>To understand consumer behavior in digital environments and develop strategies for personalized and data-driven marketing.</li> </ul> <p><b>Measure Digital Marketing Success</b></p> <ul style="list-style-type: none"> <li>To equip learners with skills to analyze, interpret, and act on key digital marketing metrics and performance indicators.</li> </ul> <p><b>Adapt to Emerging Trends and Technologies</b></p> <ul style="list-style-type: none"> <li>To prepare participants for leveraging emerging digital trends, including AI, influencer marketing, and immersive technologies, for competitive advantage</li> </ul>	<p>Marketers, Sales Officers, Public Relation officers, Customer support Service officers, Traders, Businessmen</p>	5	<p>1,000,000 (TZS)</p> <p>Or</p> <p>400 (USD)</p>
5.	<p><b>Value Creation Through Brand</b></p> <p><i>(To be held in the first week of April, 2025)</i></p>	<p>Consumer brands are one of the most valuable sources of sustainable competitive advantage, but managing brands and achieving their full potential has never</p> <p><b>Understand the Role of Branding in Value Creation</b></p> <ul style="list-style-type: none"> <li>To explore how brands contribute to business value by fostering customer</li> </ul>	<p>Mid to senior-level marketing executives charged with creating, nurturing, and managing brand value</p> <p>Entrepreneurs who want to create or</p>	5	<p>1,000,000 (TZS)</p> <p>Or</p> <p>400 (USD)</p>

		<p>loyalty, differentiation, and competitive advantage.</p> <p><b>Master Brand Strategy Development</b></p> <ul style="list-style-type: none"> <li>To learn the process of designing and implementing effective brand strategies that align with organizational goals and market demands.</li> </ul> <p><b>Enhance Customer Perceived Value</b></p> <ul style="list-style-type: none"> <li>To examine methods for increasing the perceived value of products and services through branding initiatives, storytelling, and emotional connections.</li> </ul> <p><b>Evaluate Brand Equity and Performance</b></p> <ul style="list-style-type: none"> <li>To develop skills in assessing brand equity, measuring brand performance, and understanding its impact on business success.</li> </ul> <p><b>Create Sustainable Brand Value</b></p> <ul style="list-style-type: none"> <li>To identify strategies for building brands that deliver long-term value to stakeholders while adapting to changing consumer needs and market conditions</li> </ul>	<p>grow their own brands in the consumer/retail space</p> <p>Consumer and retail sector general managers engaged in growth strategy</p> <p>CEOs, CMOs, and other senior leaders who recognize the asset value of their brands and want to invest in them</p>		
6.	<p><b>Transforming Customer Experiences</b></p> <p><i>(To be held in the third week of April, 2025)</i></p>	<p>Taking a holistic approach to service design, execution, and transformation, this customer experience management program prepares you to create an exceptional service culture that supports employees, delights customers, and drives organizational performance. You will return with the frameworks to align your firm's operating models and strategic service mission with changing consumer needs, shifting market demands, and an evolving competitive landscape.</p>	<p>Marketers, Sales Officers, Public Relation officers, Customer support Service officers, Traders, Businessmen</p>	5	<p><b>1,000,000</b> (TZS)</p> <p>Or</p> <p><b>400</b> (USD)</p>
7.	<p><b>Sales Maximization Strategies</b></p> <p><i>(To be held in the first week of May, 2025)</i></p>	<p>Focusing on sales execution as a strategic asset, this sales channel strategy program will help you enable essential company-wide alignment. By aligning strategy and sales, you will explore new ways to help sales professionals meet their numbers, how to improve your company's return on investment in business development activities as well as implement the infrastructure, processes, and cultural values critical to profitable growth.</p>	<p>Marketers, Sales Officers, Public Relation officers, Customer support Service officers, Traders, Businessmen</p>	5	<p><b>1,000,000</b> (TZS)</p> <p>Or</p> <p><b>400</b> (USD)</p>
8.	<p><b>Social Media Marketing Course</b></p> <p><i>(To be held in the third week of May, 2025)</i></p>	<p><b>Understand Social Media Platforms</b></p> <ul style="list-style-type: none"> <li>To gain knowledge about the unique features, audiences, and best practices for major social media platforms such as Facebook, Instagram, LinkedIn, TikTok, and Twitter.</li> </ul> <p><b>Develop Effective Social Media Strategies</b></p> <ul style="list-style-type: none"> <li>To learn how to create and execute social media marketing strategies that align with</li> </ul>	<ul style="list-style-type: none"> <li>Small Business Owners and</li> <li>Marketing and Communications Professionals</li> <li>Freelancers and Digital Marketers</li> <li>Professionals</li> </ul>	5	<p><b>1,000,000</b> (TZS)</p> <p>Or</p> <p><b>400</b> (USD)</p>

		<p>organizational goals and drive engagement.</p> <p><b>Content Creation and Optimization</b></p> <ul style="list-style-type: none"> <li>To explore techniques for creating compelling, high-quality content tailored to different platforms and audiences, including visuals, videos, and written posts.</li> </ul> <p><b>Master Social Media Advertising</b></p> <ul style="list-style-type: none"> <li>To understand the fundamentals of social media advertising, including campaign setup, targeting, budgeting, and performance analysis.</li> </ul> <p><b>Measure and Analyze Performance</b></p> <ul style="list-style-type: none"> <li>To acquire skills in using analytics tools to monitor social media performance, interpret data, and optimize strategies for better results</li> </ul>	<ul style="list-style-type: none"> <li>Students and Recent Graduates in Marketing management.</li> <li>Non-Profit and Community Organization Representatives</li> </ul>		
9.	<p><b>Investment Environment, Promotion, And Facilitations: Law, Policy, And Practices</b></p> <p><i>(To be held in the first week of June, 2025)</i></p>	<p><b>Understand Investment Ecosystems</b></p> <ul style="list-style-type: none"> <li>To analyze the components of investment environments, including economic, political, and regulatory factors influencing investment decisions.</li> </ul> <p><b>Explore Legal and Policy Frameworks</b></p> <ul style="list-style-type: none"> <li>To examine key laws, policies, and international agreements that govern investment promotion and facilitation.</li> </ul> <p><b>Learn Investment Promotion Strategies</b></p> <ul style="list-style-type: none"> <li>To study best practices for attracting and retaining domestic and foreign investments, focusing on incentives, marketing, and stakeholder engagement.</li> </ul> <p><b>Evaluate Facilitation Mechanisms</b></p> <ul style="list-style-type: none"> <li>To understand how investment facilitation services, such as ease of doing business, licensing, and dispute resolution, contribute to a favorable investment climate.</li> </ul> <p><b>Enhance Practical Application Skills</b></p> <ul style="list-style-type: none"> <li>To equip participants with the knowledge to design, implement, and evaluate investment strategies and policies effectively</li> </ul>	Government & Private investment, economic, planners, and development officers	5	<p><b>1,000,000</b> (TZS)</p> <p><b>Or</b></p> <p><b>400</b> (USD)</p>



SN	Title	Course objectives	Participants	Duration (Days)	Cost Per Person
1.	<b>Physical Asset Management</b> <i>(To be held in the first week of February, 2025)</i>	The course is designed to provide practical hand on skills on the effective of handling office asset in an organization, ensure security and privacy of data to both public and private organizations	Asset managers Maintenance department Facilities Managers Finance Operational managers Procurement professionals Project management Suppliers' officers Civil engineers Quantity surveyors	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
2.	<b>Vehicle Fleet Development And Management</b> <i>(To be held in the third week of February, 2025)</i>	Vehicle fleet management training is important because it can help businesses improve their fleet's performance, reduce costs, and become more competitive. Fleet management training can help businesses: <ul style="list-style-type: none"> <li>- Improve fleet operations</li> <li>- Reduce costs</li> <li>- Improve safety</li> <li>- Improve customer service</li> <li>- Reduce environmental impact</li> </ul>	Financia/ logistics and maintenance directors Fleet management personal Purchasing/ procurement personel Fleet planners. administrators and managers Transport and operations personal Government transportations professionals Fleet maintenance and distribution personel Finance professionals Operational supervisors Contract / project professionals	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
3.	<b>Secure Long Term Procurement Savings Without Breaking Relations With Your Suppliers</b>	The course is designed to to carefully selecting suppliers based on price, quality, and reliability, the company can negotiate favorable terms and secure discounts for bulk purchases. Implementing efficient procurement practices not only reduces the cost of goods sold but also	<ul style="list-style-type: none"> <li>▪ Procurement professionals</li> <li>▪ Project management</li> <li>▪ Suppliers' officers</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)

	<i>(To be held in the first week of March, 2025)</i>	minimizes waste and enhances operational efficiency	<ul style="list-style-type: none"> <li>▪ Maintenance department</li> <li>▪ Facilities Managers</li> <li>▪ Finance</li> <li>▪ Operational managers</li> </ul>		
4.	<b>Role Of Procurement In Construction Projects</b>  <i>(To be held in the third week of March, 2025)</i>	<p>Procurement is an important part of construction management because it helps to avoid delays and setbacks, which can be costly. The course will enhance professionals on the following grounds</p> <ul style="list-style-type: none"> <li>– Cost savings by negotiate better prices and terms by consolidating purchasing power or entering into long-term agreements with suppliers.</li> <li>– Quality assurance on the quality of materials and services by selecting suppliers with a proven track record.</li> <li>– Sustainability of the Construction projects to promote sustainability by using environmentally friendly materials and practices.</li> <li>– Risk management of the construction project management process which are associated with time, cost, and quality.</li> <li>– Early consideration of the stage of the project lifecycle, it's important to consider it at the design stage.</li> <li>– To establish reliable partnerships with suppliers and contractors by carefully selecting them.</li> </ul>	<ul style="list-style-type: none"> <li>Procurement professionals</li> <li>Project management</li> <li>Suppliers' officers</li> <li>Maintenance department</li> <li>Facilities Managers</li> <li>Finance</li> <li>Operational managers</li> </ul>	5	<b>1,000,000</b> (TZS)  Or  <b>400</b> (USD)
5.	<b>Procurement And Contract Negotiation In Supply Chain</b>  <i>(To be held in the first week of April, 2025)</i>	<p>The course is potential as it enhances the professionals on the following key areas;</p> <ul style="list-style-type: none"> <li>– Effective negotiation can help organizations secure favorable terms and conditions from suppliers, which can lead to cost savings and improved budget allocation.</li> <li>– organizations establish trust and mutual understanding with suppliers, which can lead to improved product quality, timely delivery, and innovation.</li> <li>– organizations to respond quickly to market changes and customer demands.</li> <li>– Procurement contracts can allow businesses to outsource specific actions and processes to vendors, which can help them use resources more effectively.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Procurement professionals</li> <li>▪ Project management</li> <li>▪ Suppliers' officers</li> <li>▪ Maintenance department</li> <li>▪ Facilities Managers</li> </ul>	5	<b>1,000,000</b> (TZS)  Or  <b>400</b> (USD)

6.	<b>Sustainable Supply Chain: Procurement</b>  <i>(To be held in the third week of April, 2025)</i>	<p>Sustainable supply chains will add value to participants on the following areas</p> <ul style="list-style-type: none"> <li>- <b>Reduce costs</b> by using raw materials more efficiently, recycling, and reducing packaging</li> <li>- <b>Improve risk management</b> by diversifying supplier sources and reducing dependence on natural resources</li> <li>- <b>Create a positive impact</b> by protecting local communities, influencing fair labor practices, and ensuring the responsible use of natural resources</li> <li>- <b>Enhance brand reputation</b> by attracting environmentally conscious customers</li> <li>- <b>Ensure long-term business viability</b> by reducing carbon footprint, conserving natural resources, and promoting social welfare</li> </ul>	<ul style="list-style-type: none"> <li>▪ Procurement professionals</li> <li>▪ Project management</li> <li>▪ Suppliers' officers</li> <li>▪ Maintenance department</li> <li>▪ Facilities Managers</li> <li>▪ Finance</li> <li>▪ Operational managers</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
7.	<b>Logistics And Transportation Management</b>  <i>(To be held in the first week of May, 2025)</i>	<p>Logistics and transportation management are important for businesses because they help with:</p> <ul style="list-style-type: none"> <li>- <b>Customer satisfaction</b> by ensure that goods arrive on time and as expected. This can help build trust and loyalty with customers.</li> <li>- <b>Cost savings</b> to help businesses save time and money.</li> <li>- <b>Supply chain efficiency where</b> Transportation management systems (TMS) may improve supply chain efficiency by automating and optimizing shipping processes. This can lead to cost savings, improved delivery times, and increased visibility and control.</li> <li>- Logistics and transportation management can help businesses stay organized and control expenses.</li> <li>- Logistics and transportation management can help businesses build better relationships with their clients.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Financia/ logistics and maintenance directors</li> <li>▪ Fleet management personal</li> <li>▪ Purchasing/ procurement personal</li> <li>▪ Fleet planners. administrators and managers</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
8.	<b>Warehouse Operations In Public And Private Sectors</b>  <i>(To be held in the third week of May, 2025)</i>	<p>Warehousing operations is designed for individuals working in the warehousing sector who wish to develop their knowledge and skills further.</p> <p>The aim of warehousing is to</p> <ul style="list-style-type: none"> <li>- Learn to Improve Performance in the Stores Function</li> <li>- Consider How to Utilize the Most Modern Inventory Techniques</li> <li>- Discover the Importance of Dynamic Supply Chain Management</li> <li>- Develop their Skills in Managing Stores and Inventory Personnel</li> </ul>	<ul style="list-style-type: none"> <li>▪ Stock, Warehouse and Logistics / Distribution Professionals</li> <li>▪ Non-Warehouse People Who Need to Gain an Awareness of the Issues and Key Drivers of</li> </ul>	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)

		<ul style="list-style-type: none"> <li>- Master Techniques for Dealing with Operational Challenges</li> <li>- Plan for Export and Import Logistics</li> </ul>	<ul style="list-style-type: none"> <li>Stock Control Operations</li> <li>▪ Personnel Involved in Export and Import Logistics</li> </ul>		
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SN	Title	Course objectives	Participants	Duration (Days)	Cost Per Person
1.	<b>Training On Fraud And Corruption Detection, Deterrence And Prevention Of Non- Performing Loans In The Banking Sector</b>  <i>(To be held in the first week of February, 2025)</i>	<p><b>Understand the Causes and Impact of Non-Performing Loans (NPLs)</b></p> <ul style="list-style-type: none"> <li>To explore the factors contributing to non-performing loans in the banking sector and their economic and financial implications for banks and the wider <b>economy</b>.</li> </ul> <p><b>Identify and Detect Fraud and Corruption Risks</b></p> <ul style="list-style-type: none"> <li>To provide participants with the skills to detect early warning signs of fraud and corruption that may lead to the deterioration of loan portfolios and increase NPLs.</li> </ul> <p><b>Develop Effective Fraud Prevention and Deterrence Strategies</b></p> <ul style="list-style-type: none"> <li>To analyze and implement strategies, policies, and tools that help prevent and deter fraudulent activities and corruption in lending and loan management processes.</li> </ul> <p><b>Learn Best Practices for NPL Management</b></p> <ul style="list-style-type: none"> <li>To examine best practices for identifying, managing, and recovering non-performing loans, including risk assessment, restructuring, and resolution strategies.</li> </ul> <p><b>Enhance Internal Controls and Compliance Frameworks</b></p> <ul style="list-style-type: none"> <li>To equip participants with the knowledge of designing and strengthening internal control systems and compliance frameworks to mitigate fraud risks and prevent NPLs.</li> </ul>	Loan Officers, Risk Managers, Credit Managers, Compliance Officers, Fraud Investigators, Internal Audit Teams, External Regulators and Auditors, Legal and Compliance Personnel, Regulatory Bodies, Senior Management of Financial Institutions, Fraud Examiners,	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)
2.	<b>Training On Detection, Deterrence And Prevention Of Institutional Fraud</b>  <i>(To be held in the third week of February, 2025)</i>	<p><b>Understand the Nature of Institutional Fraud</b></p> <ul style="list-style-type: none"> <li>To provide participants with a comprehensive understanding of the different types of fraud that can occur in the workplace, including financial, procurement, and operational fraud.</li> </ul> <p><b>Develop Skills for Detecting Fraud</b></p> <ul style="list-style-type: none"> <li>To equip participants with tools and techniques for identifying potential fraud indicators and recognizing red flags in financial transactions, employee behavior, and organizational practices.</li> </ul> <p><b>Learn Fraud Prevention Strategies</b></p> <ul style="list-style-type: none"> <li>To explore best practices and preventative measures that organizations can implement to reduce the risk of fraud, such</li> </ul>	Government, Regulatory Bodies, Risk Coordinators, Auditors, Accountants, Financial Institutions and Service Providers, Fraud Examiners, Law Enforcement organizations, Prosecutors, Educational Institutions, Training Providers, Public, private, not-for-profit	5	<b>1,000,000</b> (TZS)  <b>Or</b>  <b>400</b> (USD)

		<p>as internal controls, ethical training, and robust reporting mechanisms.</p> <p><b>Establish Effective Deterrence Measures</b></p> <ul style="list-style-type: none"> <li>- To understand how to create a fraud deterrence culture within the organization through leadership, employee engagement, transparency, and the application of strong ethical policies.</li> </ul> <p><b>Implement an Organizational Fraud Response Plan</b></p> <ul style="list-style-type: none"> <li>- To prepare participants to develop and implement an effective response plan to address fraud incidents, including investigation procedures, reporting, and corrective actions.</li> </ul>	<p>organizations and, civil society organizations, Internal Auditors, Fraud Investigators, Operations staff, Administration staff, Regional administrative secretariats and Local government authorities</p>		
3.	<p><b>Training On Governance And Risk Management In The Banking Sector</b></p> <p><i>(To be held in the first week of March, 2025)</i></p>	<p><b>Understand Banking Governance Frameworks</b></p> <ul style="list-style-type: none"> <li>- To explore the key principles and structures of governance in the banking sector, emphasizing board responsibilities, management oversight, and regulatory compliance.</li> </ul> <p><b>Identify and Assess Banking Risks</b></p> <ul style="list-style-type: none"> <li>- To develop the skills to identify, assess, and categorize different types of risks (credit, operational, market, liquidity, and compliance risks) in banking operations.</li> </ul> <p><b>Learn Risk Management Strategies and Tools</b></p> <ul style="list-style-type: none"> <li>- To gain knowledge of various risk management frameworks, tools, and techniques used to mitigate risks in banking operations and decision-making.</li> </ul> <p><b>Examine Regulatory and Legal Requirements</b></p> <ul style="list-style-type: none"> <li>- To understand the role of local and international regulatory bodies, such as Basel III and the Financial Stability Board, in shaping governance and risk management practices in the banking sector.</li> </ul> <p><b>Enhance Crisis Management and Resilience</b></p> <ul style="list-style-type: none"> <li>- To study strategies for managing and mitigating risks during periods of financial instability or crisis, ensuring the resilience and sustainability of banks</li> </ul>	<p>Board Members and Senior Executives, Risk Managers and Risk Officers, Compliance Officers, Internal Auditors, Credit and Market Risk Analysts:</p>	10	<p>1,500,000 (TZS)</p> <p>Or</p> <p>600 (USD)</p>
4.	<p><b>Digital Financial Accounting</b></p> <p><i>(To be held in the third week of March, 2025)</i></p>	<p><b>Understand Digital Accounting Systems</b></p> <ul style="list-style-type: none"> <li>- To explore the fundamentals of digital financial accounting systems, including their structure, features, and integration into business operations.</li> </ul> <p><b>Develop Skills in Financial Reporting and Analysis</b></p>	<p>Accountants and Bookkeepers Small Business Owners and Entrepreneurs Finance and Administrative Staff</p>	5	<p>1,000,000 (TZS)</p> <p>Or</p> <p>400 (USD)</p>

		<ul style="list-style-type: none"> <li>- To gain proficiency in using digital tools to prepare, analyze, and present accurate financial statements and reports for decision-making.</li> </ul> <p><b>Explore Automation and AI in Financial Accounting</b></p> <ul style="list-style-type: none"> <li>- To examine the role of automation, artificial intelligence (AI), and machine learning in streamlining accounting processes and enhancing financial accuracy.</li> </ul> <p><b>Learn Financial Data Security and Compliance</b></p> <ul style="list-style-type: none"> <li>- To understand the importance of cybersecurity, data protection, and compliance with accounting standards and regulations in digital financial management.</li> </ul> <p><b>Evaluate Digital Financial Tools for Efficiency</b></p> <ul style="list-style-type: none"> <li>- To assess various digital tools and software for managing accounting functions, budgeting, forecasting, and financial planning, ensuring optimal resource allocation</li> </ul>	Internal Auditors and Tax Consultants		
5.	<p><b>Training On Personal And Family Financial Planning</b></p> <p><i>(To be held in the first week of April, 2025)</i></p>	<ul style="list-style-type: none"> <li>- Understand the Fundamentals of Personal Financial Planning</li> <li>- To provide participants with a solid understanding of the principles and components of personal financial planning, including budgeting, saving, and investing.</li> <li>- Develop Practical Budgeting and Cash Flow Management Skills</li> <li>- To equip participants with the tools to create and manage effective personal and family budgets, track income and expenses, and improve cash flow management.</li> <li>- Learn Investment Strategies for Personal and Family Growth</li> <li>- To introduce various investment options (stocks, bonds, real estate, etc.) and strategies for long-term wealth creation, balancing risk, and ensuring financial security for the future.</li> <li>- Plan for Major Life Events and Financial Milestones</li> <li>- To guide participants in preparing financially for significant life events such as retirement, education, homeownership, and family planning, and ensuring long-term financial stability.</li> <li>- Build Knowledge of Risk Management and Financial Protection</li> </ul>	Individuals and Couples Young Professionals Parents and Families Retirement Planners. Students and Graduates	4	<p><b>800,000</b> (TZS)</p> <p>Or</p> <p><b>350</b> (USD)</p>

		<ul style="list-style-type: none"> <li>- To teach risk management techniques, including insurance planning, estate planning, and emergency savings, to protect personal and family wealth from unexpected events</li> </ul>			
6.	<b>Financial Management For Non-Accounting/ Financial Managers</b>  <i>(To be held in the third week of April, 2025)</i>	<p><b>Understand the Basics of Financial Management</b></p> <ul style="list-style-type: none"> <li>- To provide a clear understanding of fundamental financial concepts such as budgeting, financial statements, and financial analysis, enabling non-financial managers to make informed decisions.</li> </ul> <p><b>Interpret Financial Statements</b></p> <ul style="list-style-type: none"> <li>- To equip participants with the skills to read and interpret key financial documents, including balance sheets, income statements, and cash flow statements, to assess organizational performance.</li> </ul> <p><b>Make Data-Driven Financial Decisions</b></p> <ul style="list-style-type: none"> <li>- To teach managers how to use financial data to make strategic decisions, improve efficiency, and allocate resources effectively within their departments.</li> </ul> <p><b>Budgeting and Cost Management</b></p> <ul style="list-style-type: none"> <li>- To explore the importance of budgeting, cost control, and financial forecasting, enabling managers to plan and manage departmental budgets efficiently.</li> </ul> <p><b>Evaluate Financial Performance and Risk</b></p> <ul style="list-style-type: none"> <li>- To develop the ability to evaluate financial performance using key performance indicators (KPIs) and understand risk management techniques to ensure sustainable business growth</li> </ul>	Managers, Directors, CEO, Planners, Administrators, Signatories, PMU, Lawyers, Owners, Shareholders, Board Members	10	<b>1,500,000</b> (TZS)  <b>Or</b>  <b>600</b> (USD)



SN	Title	Course Objectives	Participants	Duration (Days)	Cost Per Person
1.	<b>Refresher Course To Business Studies Teachers -1</b>  <i>(To be held in the first week of February, 2025)</i>	<b>Understand Modern Accounting Practices</b> <ul style="list-style-type: none"> <li>To introduce participants to the latest tools, techniques, and technologies in accounting, including the use of software applications for financial management and record-keeping.</li> </ul> <b>Explore Emerging Trends in Commerce</b> <ul style="list-style-type: none"> <li>To examine current trends in commerce, such as e-commerce, digital marketing, and global trade, and their impact on business operations and consumer behavior.</li> </ul> <b>Analyze Economic Theories and Real-World Applications</b> <ul style="list-style-type: none"> <li>To provide students with a solid foundation in economic theories, with a focus on their practical applications in contemporary global and local economies.</li> </ul> <b>Develop Critical Thinking in Business and Economic Issues</b> <ul style="list-style-type: none"> <li>To enhance students' ability to critically analyze and solve real-world business and economic problems, encouraging a practical approach to decision-making.</li> </ul> <b>Integrate Sustainability and Ethics into Business Practices</b> <ul style="list-style-type: none"> <li>To explore the importance of sustainability and ethical considerations in modern business practices, emphasizing responsible decision-making in commerce, economics, and bookkeeping</li> </ul>	Business studies/commerce/economics/accounting/entrepreneurship Teachers	3	<b>500,000 (TZS)</b>  <b>Or</b>  <b>250 (USD)</b>
2.	<b>Smart Teaching And Assessment Solutions For Modern Educators”.</b>  <i>(To be held in the third week of February, 2025)</i>	<b>Integrate Technology into Teaching Practices</b> <ul style="list-style-type: none"> <li>To explore effective use of digital tools and technologies in the classroom to enhance teaching and engage students in interactive learning experiences.</li> </ul> <b>Develop Innovative Assessment Methods</b> <ul style="list-style-type: none"> <li>To introduce modern and diverse assessment techniques, including formative, summative, and authentic assessments, to better evaluate student learning and progress.</li> </ul> <b>Foster Personalized Learning</b> <ul style="list-style-type: none"> <li>To design strategies that accommodate diverse learning styles and abilities, utilizing adaptive learning tools and data-</li> </ul>	Educational professionals from higher learning institutions College tutors Students ToT	3	<b>500,000 (TZS)</b>  <b>Or</b>  <b>250 (USD)</b>

		<p>driven insights for individualized instruction.</p> <p><b>Enhance Student Engagement and Motivation</b></p> <ul style="list-style-type: none"> <li>- To explore methods for creating dynamic, student-centered learning environments that boost participation, motivation, and active learning.</li> </ul> <p><b>Evaluate the Impact of Smart Teaching Strategies</b></p> <ul style="list-style-type: none"> <li>- To assess the effectiveness of various smart teaching methods and digital assessment tools, using feedback, data analytics, and reflective practices for continuous improvement</li> </ul>			
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SN	Title	Course Objectives	Participants	Duration (Days)	Cost Per Person
1.	<b>Open Education Resources (OER) Training Workshop</b>  <i>(To be held in the first week of February, 2025)</i>	<p>OER are learning, teaching, and research materials in any format and medium that either reside in the public domain or are under copyright and have been released under an open license. OER resources are provided for free usage to African people. There is no subscription fee after being trained on UNESCO OER recommendations. These recommendations provide a framework that African libraries can use to reconfigure their collections and activities to have more resources that are inclusively available using open licenses. The action areas are based on: capacity building, policy-setting, equity and access, sustainability, and international cooperation. It's recommended to use OERs after being trained and understand the UNESCO OER recommendations for the authors' copyright protection. The training was scheduled for September 24th–27th, 2024, in the Morogoro region of Tanzania.</p>	<ul style="list-style-type: none"> <li>▪ library users on OER usage,</li> <li>▪ paper writing referencing,</li> <li>▪ artificial intelligence usage for research writing and lifelong learning</li> </ul>	3	<b>500,000</b> (TZS)  <b>Or</b>  <b>250</b> (USD)



# Masters & Postgraduate Diploma Programmes

FULL TIME | EVENING TIME | ONLINE SESSION

## Postgraduate Diploma Programmes

Postgraduate Diploma in Business Administration (PGDBA)  
Postgraduate Diploma in Project Management (PGDPM)  
Postgraduate Diploma in Accountancy (PGDA)  
Postgraduate Diploma in Investment Management (PGDIM)  
Postgraduate Diploma in Procurement and Supply Chain Management (PGDPSCM)  
Postgraduate Diploma in Marketing Management (PGDMM)  
Postgraduate Diploma in Financial Management (PGDFM)

**CAMPUSES:** Dar es salaam [(Online), PGDBA & PGDPM (Online + Evening Time)]  
Dodoma [Online] | Mbeya [Evening Time] | Mwanza [No Programme]

## Masters Programmes

Master Degree in Business Administration in Finance and Banking (MBA-F&B)  
Master Degree in Business Administration in Human Resources Management (MBA-HRM)  
Master Degree in Business Administration in Marketing Management (MBA-MKTM)  
Master Degree in Information and Communication Technology for Development (MSc.ICT4D)  
Master Degree in Information Technology in Project Management (MSc.ITPMGT)  
Master Degree in International Business Management (MIBM)  
Master Degree in Project Management, Monitoring and Evaluation (MPMME)  
Master Degree in Supply Chain Management (MSCM)

**CAMPUSES:**

Dar es salaam [(Online + Evening Time)]  
Dodoma [(Online)+(Evening Time) Except Msc.ICT4D & Msc. ITPMGT (Online Only)]  
Mwanza [MBA-MKTM & MSCM (Evening Time)] | Mbeya [No Programme]

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