

## American Management Association

WEEK	DATE	CONTENT
1	26 Sept	Performance Management: How to Achieve Top Results
2	3 Oct	Performance Management: How to Achieve Top Results
3	10 Oct	Performance Management: How to Achieve Top Results
4	17 Oct	Performance Management: How to Achieve Top Results
5	24 Oct	Performance Management: How to Achieve Top Results
6	31 Oct	The Legal Side of HR Practice
7	7 Nov	The Legal Side of HR Practice
8	14 Nov	The Legal Side of HR Practice
9	21 Nov	The Legal Side of HR Practice
10	28 Nov	The Legal Side of HR Practice
11	5 Dec	The Legal Side of HR Practice
12	12 Dec	<b>MID-SEMESTER ASSESSMENT</b>
		<b>CHRISTMAS BREAK</b>
13	16 Jan	Planning and Managing Change
14	23 Jan	Planning and Managing Change
15	30 Jan	Planning and Managing Change
17	6 Feb	Planning and Managing Change
18	13 Feb	Planning and Managing Change
19	20 Feb	Planning and Managing Change
20	27 Feb	Fundamentals of Human Resources
21	6 Mar	Fundamentals of Human Resources
22	13 Mar	Fundamentals of Human Resources
23	20 Mar	Fundamentals of Human Resources
24	27 Mar	Fundamentals of Human Resources
25	3 Apr	Communication Skills for Managers
26	10 Apr	Communication Skills for Managers
27	17 April	Communication Skills for Managers
28	24 April	Communication Skills for Managers
29	1 May	Communication Skills for Managers
30	8 May	Communication Skills for Managers
31	15 May	<b>FINAL ASSESSMENT</b>