

Regional PwC's Online training catalogue for Southeast Europe

We are offering the following online trainings:

Project Management	May 19-21, 2020
Finance for non finance	May 26-27, 2020
Online communication and collaboration	June 5, 2020
Body language and Micro expressions – the tools to help you advance your business	June 9-12, 2020
Coaching - a leadership skill that makes a difference in the VUCA world	June 18-19, 2020
Mentoring skills for managers and experts	June 15, 16, 22, 2020
Motivation and resilience	June 22, 24, 26, 2020
Virtual presentation skills	June 23, 26, 30, July 3, 2020



Contact us:
ba_pwc_academy@pwc.com

This programme has been designed to provide understanding of the importance of project management methodology and approach, and to lead participants to develop the same approach towards project management issues. It is also designed to help reduce the stress associated with project management activities, and to increase the chances that the project will be completed on time, within budget and to the required quality.

 Price: eur 190 + VAT

 Lecturer: dr Zorana Boltic

Finance for non finance

May 26-27, 2020, 10am – 5pm

This training is intended for all managers in an organization who make business decisions with financial implications and need to understand and interpret financial information.

After this training, you will be able to:

- Understand basic concepts of bookkeeping, financial and management accounting
- Understand basic concepts of double-entry bookkeeping and accounting cycle
- Understand basic concepts of Accrual basis principle
- Understand relationship between major reports of the Financial Statements Set (SOFP, SOCI & CF), read and analyse financial reports
- Understand the purpose of the analysis
- Prepare a minimum set of financial indicators which are necessary for company managers to resolve operating issues and make financial decisions
- Understand the financial implications of decisions and economic drivers of business, and discuss financial matters with colleagues
- Explore the ins and outs of financial statements and discover how the numbers relate not only to what the company achieved in the reporting period, but also to ongoing corporate objectives

 Price: eur 150 + VAT

 Lecturer: Ivana Stankovic/Aleksandar Pavlovic

Online communication and collaboration

June 5, 2020, 10am – 14pm

In the last year, the G-Suite environment has changed and improved drastically, with a wide variety of new intelligent features appearing to support the current workplace. Today, anyone on G-Suite can access intelligent tools which will help teams to effectively communicate, collaborate and get things done from anywhere and on any device. It's simple to set up, use and manage, so your business can focus on what really matters.

Training content:

- Document creation

Reimagine the way how you collaborate in documents, save time and increase the efficiency (editing a document together, seeing changes in a document, giving and receiving feedback, assigning and completing tasks, sharing with confidence)

- Communicating effectively

Speaking of sharing ideas, communication is also not a one-size-fits-all approach; people need flexible ways to communicate with their colleagues, from email to chat to face-to-face video conferencing (Email, Google groups, Chat, face-to-face meetings, Google forms)

- Stay organised and increase productivity and efficiency

Keep and Tasks let you make to-do lists, transcribe voice memos, take photos as reminders, and more (Google keep, Google tasks)



Price: eur 100 + VAT



Lecturer: Jovana Bogdanovic/Vanja Stokic

Body language and Micro expressions – the tools to help you advance your business

June 9-12, 2020, 3pm – 7pm

The training course is intended for all those who want to improve either their sales and negotiation skills, managing and motivating skills, presentation skills, recruitment skills, public appearance, or their skills in creating and developing teams. The trainees will be introduced to the tools and techniques relevant to both their professional and personal development.

After receiving the training, you will be able to:

- Assess the elements of non-verbal communication through entrance/exit tests;
- Gain an accurate understanding of the impression that you leave on your communication partners, which is often crucial in their decision making;
- Learn about the messages that your communication partners are sending to you, even when remaining silent;
- Use non-verbal communication techniques to achieve top results;
- Be aware of and improve your selling/negotiation style.



Price: eur 250 + VAT



Lecturer: Darko Todorovic

Coaching - a leadership skill that makes a difference in the VUCA world

June 18-19, 2020, 3pm – 7pm

The training is intended for leaders and top executives, as well as all of you who have the opportunity to lead people and projects in a challenging, contemporary world (VUCA). The aim is to raise awareness of the complexity and volatility of today's business and the importance of employee development, as well as their involvement in solving complex situations.

The training consists of three basic units:

- present moment - challenges that the VUCA world brings
- a call to change - new perspective and way of thinking
- coaching skills and techniques - the response to the demands of contemporary leadership



Price: eur 150 + VAT



Lecturer: Mirjana Gomilanovic

Mentoring skills for managers and experts

June 15, 16, 22, 2020

9:30am – 11:30am

This training is designed for managers, team leaders and experts who can help less experienced colleagues develop critical work-related knowledge and skills.

After this training, you will be able to:

- Understand the role of mentor, and knowledge, skills and attitudes required for it
- Understand the role of the mentee
- Be able to set up a mentoring relationship in a way that maximise learning and minimise frustration from both sides
- Understand a conceptual model for transferring knowledge and skills to a less experienced colleague
- Be able to use elements of this model in a flexible manner, maximising their results in terms of learning
- Be able to ask better questions to stimulate learning and give constructive feedback
- Understand how mentoring can be done virtually
- Understand when mentoring should be replaced or supplemented with other learning approaches



Price: eur 150 + VAT



Lecturer: Milana Malesev

Motivation and Resilience training is for professionals who want to understand how to respond better (mentally and emotionally) to a crisis and bounce back more quickly to pre-crisis status. After the training, participants will be able to take specific actions to enhance engagement of their people, but also to manage themselves better.



Price: eur 150 + VAT



Lecturer: Milana Malesev

Virtual presentation skills

June 23, 26, 30, July 3, 2020

9:30am – 11am

This training is designed for professionals who are experienced with face to face presentations and would like to upskill for the virtual environment. Training could also be valuable to those who run web (video) meetings.

After this training, you will be able to:

- Understand the difference between face to face and virtual presentation and key areas where you need to adapt your approach for the virtual environment
- Use the benefits of virtual presentation to your own advantage
- Create superior virtual impression
- Effectively deliver key messages virtually
- Keep audience's attention during virtual presentation by engaging them.



Price: eur 150 + VAT



Lecturer: Milana Malesev

Language: English



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