الخوارزمي
Khawarizmi
لخدمات التدريب
Training Solutions

TRAINING CALENDAR
IT COURSES
2023

Training Calendar

"Information Technology courses"

2023

S.#	Scheduled Training's	Proposed Dates of Course commencement	Total Duration of the Course (hrs)	Format of Delivery	Timing
1	**ITIL4 Foundation** This ITIL foundation course provides you with a firm understanding of the ITIL 4 framework, core concepts and terminologies of ITIL service lifecycle. By the end of this ITIL certification, you will understand how ITIL evolved to adopt modern technologies and operational processes as well as the necessary concepts in a service management framework.	09/01/2023 13/02/2023 05/03/2023 01/05/2023 04/06/2023 06/07/2023	18	6 hours / 3 days	8:00 – 14:00
2	**Data Analysis using MS Excel** This hands-on Excel data analysis training course will expand your ability to analyze large amounts of data and professionally present your results. Gain the knowledge and skills to build more sophisticated spreadsheets, perform What-If analyses, apply functions, manipulate PivotTables, and use the advanced features of Excel to make and present better business decisions.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	24	3 hours / 8 days	18:00 – 21:00
3	**Infographics, using Adobe Illustrator** Creating and presenting visually attractive data is an art form. Infographics, also known as information graphics, are visual representations of data, knowledge or information using clever composition and visual flow in a clear, understandable, visually stimulating way. This course will teach you to assess data, define your message and then plan and execute well designed infographics that are clear and easy to understand.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	30	6 hours / 5 days	8:00 – 14:00
4	**MS Excel Basic to Advance** This course provides students with an overview of the features and functions of Microsoft excel 2016, how to of perform advanced formulas and analyze data by using functions and conditional formatting and organize and analyze datasets and tables and visualize data by using basic charts and analyze data by using pivottables and pivotcharts, and will learn some of the more advanced features of excel, including automating common tasks, auditing workbooks to avoid errors, sharing data with other people, analyzing data, and using excel data in other applications.	16/01/2023 20/02/2023 12/03/2023 08/05/2023 11/06/2023 23/07/2023	30	6 hours / 5 days	8:00 – 14:00
5	**Big Data and Data Analytics** Big data is a change agent that challenges the ways in which organizational leaders have traditionally made decisions. This course provides participants with the confidence to articulate big data architectures to support analytics driven solutions within their organizations. The course also provides hands on experience with key big data technologies used to deploy data intensive applications. Participants will gain the knowledge and skills they need to assemble and manage a large-scale big data analytics project. Lastly, participants will receive a conceptual introduction to the data structures that support machine learning algorithms and artificial intelligence use cases.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	30	6 hours / 5 days	8:00 – 14:00

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6	**Build Native Mobile Apps with Flutter** In this course, you'll learn how to use Flutter to quickly develop high-quality, interactive mobile applications for iOS and Android devices. Whether you're just getting started with mobile app development, or experienced with other mobile app frameworks, you'll enjoy the high-velocity development and quality apps that Flutter enables.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	40	2 hours / 20 days	19:00 – 21:00
7	**Python Programming** This hands on Python programming course shows how to rapidly develop and maintain effective Python programs. The course includes thorough coverage of Python syntax, built in data types and control constructs. The course takes a practical approach to creating and organizing Python programs using functions, packages, modules and classes as part of Python's object-oriented paradigm. Attendees will use regular expressions to rapidly process data captured from users and from the file system.	03/01/2023 26/02/2023 01/05/2023 04/06/2023 31/07/2023	36	8 hours / 5 days	18:00 – 20:00
8	**Certified Ethical Hacking** This ethical hacking course puts you in the driver's seat of a hands-on environment with a systematic process. Here, you will be exposed to an entirely different way of achieving optimal information security posture in their organization; by hacking it! You will scan, test, hack and secure your own systems. You will be taught the five phases of ethical hacking and the ways to approach your target and succeed at breaking in every time! The five phases include Reconnaissance, Gaining Access, Enumeration, Maintaining Access, and covering your tracks.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	40	2 hours / 20 days	18:00 – 20:00
9	**CompTIA A Plus** CompTIA A+ certified professionals are proven problem solvers. They support today's core technologies from security to cloud to data management and more. CompTIA A+ is the industry standard for launching IT careers into today's digital world. It is the only industry recognized credential with performance-based items to prove pros can think on their feet to perform critical IT support tasks in the moment. It is trusted by employers around the world to identify the go-to person in end point management and technical support roles. CompTIA A+ is regularly re-invented by IT experts to ensure that it validates core skills and abilities demanded in the workplace.	09/01/2023 13/12/2023 05/03/2023 01/05/2023 04/06/2023 16/07/2023	40	2 hours / 20 days	18:00 – 20:00
10	**Prince2 Foundation & Practitioner** PRINCE2 is the world's most widely used method for managing projects. It helps you work out who should be involved and what they will be responsible for. It gives you a set of processes to work through and explains what information you should be gathering along the way. But PRINCE2 doesn't do the work for you; it cannot guarantee your projects will be successful. Good projects that deliver quality results, on-time and within budget are dependent on the capability of people involved from Project Board down to individual members. This course conforms to the syllabus for those delegates wishing to gain both PRINCE2 Foundation & Practitioner level certifications	06/02/2023 08/05/2023 03/07/2023	30	6 hours / 5 days	8:00 – 14:00

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11	**CISCO Certified Network Associate (CCNA)** CCNA - Implementing and Administering Cisco Solutions v1.0 teaches professionals how to install, operate, configure, and verify a basic IPv4 and IPv6 network. You'll learn how to configure network components, such as a switch, router, and Wireless LAN Controller. You'll also gain skills needed to manage network devices, and identify basic security threats	09/01/2023 06/02/2023 08/05/2023 03/07/2023	40	2 hours / 20 days	19:00 – 21:00
12	**CISSP - Certified Information Systems Security Professional** CISSP is the premier certification for today's information systems security professional. It remains the premier certification because the sponsoring organization, the International Information Systems Security Certification Consortium, Inc. (ISC)2 ®, regularly updates the test by using subject matter experts (SMEs) to make sure the material and the questions are relevant in today's security environment. By defining eight security domains that comprise a CBK, industry standards for the information systems security professional have been established. The skills and knowledge you gain in this course will help you master the eight CISSP domains and ensure your credibility and success within the information systems security field.	08/05/2023 03/07/2023	30	6 hours / 5 days	8:00 – 14:00
13	**Microsoft Azure Administrator** This course teaches IT Professionals how to manage their Azure subscriptions, secure identities, administer the infrastructure, configure virtual networking, connect Azure and on-premises sites, manage network traffic, implement storage solutions, create and scale virtual machines, implement web apps and containers, back up and share data, and monitor your solution.	08/05/2023 03/07/2023	30	6 hours / 5 days	8:00 – 14:00
14	**Querying Data with Transact - SQL** The main purpose of this 5 day instructor led course is to give students a good understanding of the Transact-SQL language which is used by all SQL Server-related disciplines; namely, Database Administration, Database Development and Business Intelligence. As such, the primary target audience for this course is: Database Administrators, Database Developers and BI professionals. The course will very likely be well attended by SQL power users who aren't necessarily database-focused; namely, report writers, business analysts and client application developers.	01/05/2023 03/07/2023	40	2 hours / 20 days	18:00 – 20:00
15	**IT Management Excellence** Managing an IT function is very different from developing or supporting technical IT solutions. General management skills are helpful to the IT manager, but results from this course demonstrate that a management course designed specifically for the IT professional is invaluable. There are five key modules covering IT strategy, project excellence, communicating technology, operational and crisis management and commercial acumen. These are the 5 management skills that have been identified as consistently enabling business results and career success for all IT managers.	05/03/2023 08/05/2023 03/07/2023	30	6 hours / 5 days	8:00 – 14:00

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16	**TOGAF® for Practitioners** TOGAF, an Open Group standard, is a proven enterprise architecture methodology and framework used by the world's leading organizations to improve business efficiency. TOGAF helps practitioners avoid being locked into proprietary methods, utilize resources more efficiently and effectively, and realize a greater return on investment. TOGAF is an industry-standard architecture framework that may be used freely by your organization to develop an information systems architecture. This is a highly interactive, BYOD course that requires classroom students to bring a notebook computer or tablet in order to access digital components of the courseware. Digital components include the ADM application, practice exams, module summary e-Learning content, and some course materials.	08/05/2023 03/07/2023	30	6 hours / 5 days	8:00 – 14:00
17	**Primavera P6 Professional** This Primavera P6 Professional training leads you through the entire project life cycle, from planning to execution. You'll develop a thorough understanding of how to plan and schedule.	16/01/2023 27/02/2023 01/05/2023 26/06/2023	40	4 hours / 10 days	17:00 – 21:00
18	**COBIT Foundation** COBIT 2019 is the latest iteration of the industry-leading framework for governance and management of enterprise IT, and provides best practices for the governance and management of enterprise information and technology. This course provides the knowledge needed to pass the COBIT 2019 Foundation certification exam, including a comprehensive understanding of the COBIT 2019 framework, the six key governance principles, and the components of a comprehensive governance system. You will learn about COBIT 2019's forty governance and management objectives, how performance is managed, and how to design and implement a tailored governance system for your enterprise.	01/05/2023 10/07/2023	18	6 hours / 3 days	8:00 – 14:00
19	**Microsoft Powerpoint** Microsoft PowerPoint is powerful software that allows you to create captivating slide presentations that can easily be shared on the web. If you want to present any information creatively and professionally, Microsoft PowerPoint is the perfect tool.	09/01/2023 13/02/2023 05/03/2023 01/05/2023 04/06/2023 16/07/2023	16	2 hours / 8 days	19:00 – 21:00
20	**Deploying Microsoft 365 Teamwork** This course teaches IT Professionals how to manage their Azure resources, including deployment and configuration of virtual machines, virtual networks, storage accounts, and Azure AD that includes implementing and managing hybrid identities.	06/02/2023 01/05/2023 18/06/2023 17/07/2023	30	6 hours / 5 days	8:00 – 14:00

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21	**Artificial Intelligence (AI) Principles and Practises** This course provides participants with the AI literacy to be the AI leader in their organizations, to understand AI concepts, to converse on a qualified level with the data specialists, to create an AI strategy, to know how to set up and run an AI project and to assess the make or buy decision of tooling.	23/01/2023 06/03/2023 14/05/2023 26/06/2023	30	6 hours / 5 days	8:00 – 14:00
22	**Microsoft Word** You will learn to create, edit, format, and print Microsoft Word documents. You will then move on to learn advanced formatting, use Word 2016 drawing tools, create and manage tables, and work with column layouts. You will also learn more advanced techniques, such as working with tables of contents, footnotes, and endnotes, adding comments, tracking changes, comparing and combining documents, creating envelopes and labels, using Mail Merge, and protecting documents.	16/01/2023 20/02/2023 12/03/2023 08/05/2023 11/06/2023 23/07/2023	16	2 hours / 8 days	19:00 – 21:00
23	**CompTIA Network Plus** The CompTIA Network+ is a vendor neutral networking certification that is trusted around the world. It validates the essential knowledge and skills needed to confidently troubleshooting, configure, or maintenance of a wired and wireless network. The Network+ performance-based course will help delegates pave their way onto a career in IT Infrastructure and Security. Attending the Network+ course will also assist delegates in preparation for the CompTIA Network+ examination.	09/01/2023 13/02/2023 05/03/2023 01/05/2023 04/06/2023 16/07/2023	40	4 hours / 10 days	17:00 – 21:00
24	**Cisco Certified Network Professional (CCNP)** Achieving CCNP Enterprise certification proves your skills with enterprise networking solutions. To earn CCNP Enterprise certification, you pass two exams: one that covers core enterprise technologies and one enterprise concentration exam of your choice, so you can customize your certification to your technical area of focus.	06/02/2023 08/05/2023 03/07/2023	80	4 hours / 20 days	17:00 – 20:00
25	**Mastering Microsoft Projects** This course is intended for individuals who are interested in expanding their knowledge base and technical skills about Microsoft Project. The course begins with the basic concepts and leads students through all the functions they'll need to plan and manage a small to medium-size project, including how to level resources and capture both cost and schedule progress.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	30	6 hours / 3 days	8:00 – 14:00

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26	**ISO/IEC 27001 Foundation** ISO/IEC 27001 Foundation training allows you to learn the basic elements to implement and manage an Information Security Management System as specified in ISO/IEC 27001. During this training course, you will be able to understand the different modules of ISMS, including ISMS policy, procedures, performance measurements, management commitment, internal audit, management review and continual improvement. After completing this course, you can sit for the exam and apply for the "PECB Certified ISO/IEC 27001 Foundation" credential. A PECB Foundation Certificate shows that you have understood the fundamental methodologies, requirements, framework and management approach.	06/022/2023 03/07/203	30	6 hours / 5 days	8:00 – 14:00
27	**Digital Transformation** This course will let attendees understand the true digital transformation concept. They will learn and think about the strategy and execution of digital transformation with the necessary elements to succeed. Trainees will be exposed to the THRIVE approach and clear structured roadmap of digital transformation. Digital Transformation is not an option and choice, it is a destiny for all organizations.	09/01/2023 13/02/2023 01/05/2023 05/06/2023 10/07/2023	24	6 hours / 4 days	8:00 – 14:00
28	**Microsoft Azure Solutions Architect - Technologies** How to manage their Azure resources, including deployment and configuration of virtual machines, virtual networks, storage accounts, and Azure AD that includes implementing and managing hybrid identities.	01/05/2023 17/07/2023	30	6 hours / 5 days	8:00 – 14:00
29	**CompTIA Security Plus** CompTIA® Security+® is the primary course you will need to take if your job responsibilities include securing network services, devices, and traffic and your organization as a whole including the physical security elements and operational security measures. It is also the main course you will take to prepare for the CompTIA Security+ Certification examination. In this course, you will build on your knowledge and professional experience with security fundamentals, networks, and organizational security as you acquire the specific skills required to implement basic security services on any type of computer network. This course can benefit you in two ways. If you intend to pass the CompTIA Security+ Certification examination, this course can be a significant part of your preparation. But certification is not the only key to professional success in the field of computer security. Today's job market demands individuals with demonstrable skills, and the information and activities in this course can help you build your computer security skill set so that you can confidently perform your duties in any security-related professional role.	16/01/2023 05/03/2023 01/05/2023 16/07/2023	40 hours	4 hours / 10 days	17:00 – 21:00

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30	**Internet of Things (IOT)** The rise of objects that connect to each other and to the Internet - from cars to pacemakers to toothbrushes – is unleashing a wave of new possibilities for data gathering, predictive analytics, IT automation and more so for cyberattacks and criminal activities. There are still many corporate organizations that are yet to engage and understand what the Internet of Things (IoT) means for their environment. More so, the drive to higher profit margins is causing security issues to be ignored. A very good understanding of the Internet of Things concept would be the best starting point for businesses. This is what this seminar is all about. This seminar will explore in great depth the anatomy of the Internet of Things and all of its components whilst focusing on security	20/02/2023 08/05/2023 03/07/2023	12	6 hours / 2 days	8:00 – 14:00
31	**Digital Marketing and Social Media** This course is designed to develop your social media connection, as well as cultivate a deeper understanding of the use of social media and how it can work for you. It includes simulations; hands on session, and interactive workshops to give you hands on experience, helping you become an effective change driver in your organization.	06/02/2023 01/05/2023 18/06/2023 17/07/2023	40	2 hours / 20 days	19:00 – 21:00
32	**Agile Project Management** Software development teams have been using techniques such as SCRUM, XP (eXtreme Programming), Lean and others for over a decade. Agile Project Management goes beyond these techniques to bring innovation, responsiveness and quality to projects in any situation. This course will introduce candidates to principles, processes and practices that can be applied in any sector.	08/05/2023 03/07/2023	30	6 hours / 5 days	8:00 – 14:00
33	**WordPress** WordPress is a free open source blogging tool and content management system. WordPress can be used to create a traditional blogging site; however, it can also be used to create a standard website for business or personal use. This course focuses on creating websites using WordPress. No previous experience is needed. This course is structured in a way to help all students, regardless of their experience, learn WordPress.	01/05/2023 10/07/2023	40	2 hours / 20 days	19:00 – 21:00

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34	**Graphic Design Suite** With this Course, students acquire theoretical and practical knowledge in design and practice while developing a variety of skills in print and media design. Through their course work, students explore typography, packaging design, and web design. It combines skills in technology, business and art, using computer-generated images and words to create unique concepts and messages for publishing and advertising.	02/01/2023 23/01/2023 13/02/2023 006/03/2023 01/05/2023 05/06/2023 03/07/2023	80	2 hours / day x 8 weeks	17:00 -19:00 11:00 – 13:00
35	**Motion Graphics using Premiere and Aftereffects** Motion graphics course will impart the understanding of design principles such as layout, typography, and color theory. The Course includes design programs such as Photoshop, Illustrator, Premiere, and After Effects. Motion graphics skills are highly demanded across many industries, including films and television, digital advertising, and social media marketing. Motion graphics are best for outlining or emphasizing facts and illustrating a point you're trying to make. Motion Graphic videos can break down complex services or products and present them in a memorable way.	16/01/2023 26/02/2023 01/05/2023 19/06/2023	40	4 hours / day x 2 weeks	8:00 -14:00 7:00 – 21:00
36	**3D Animation Suite** 3D Animation Suite course is designed to build upon skills in Graphics and Multimedia, and progress to focus on 3D Animation using Autodesk's 3DS Max or Maya applications. This course features a completely new teaching paradigm that is in tune with the most relevant and up to date industry conventions and features. After the generalist level of study in this course, one may upgrade to the career-specialization module	20/02/2023 08/05/2023 03/07/2023	90	2.5 hours / day x 8 weeks	17:00 -19:30 11:00 – 13:30