



# MTAC

MANAGEMENT TRAINING AND ADVISORY CENTRE

Plot No. M175, Jinja Road, Nakawa, P.O.Box 4655, Kampala, Uganda

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THE REPUBLIC OF UGANDA

## SHORT COURSES AT MTAC

### Category: Management Skills Development Courses

#	Name	Time	Fees
1	Managerial Leadership Skills (2 weeks)	5:30pm - 8:30pm	300,000
2	Results-Based Monitoring & Evaluation (2 weeks)	5:30pm - 8:30pm	300,000
3	Human Resource Management (2 weeks)	5:30pm - 8:30pm	300,000
4	Stores Management & Inventory Control (2 weeks)	5:30pm - 8:30pm	300,000
5	Project Proposal Writing Skills (2 weeks)	5:30pm - 8:30pm	300,000
6	Financial Management for Non-Finance Executives (2 weeks)	5:30pm - 8:30pm	300,000
7	Customer Relationship Management (2 weeks)	5:30pm - 8:30pm	300,000
8	Administrative Management Skills (2 weeks)	5:30pm - 8:30pm	300,000
9	Records Keeping and Information Management (2 weeks)	5:30pm - 8:30pm	300,000
10	Fraud Prevention, Detection & Internal Controls (2 weeks)	5:30pm - 8:30pm	300,000
11	Occupational Safety and Health (2 weeks)	5:30pm - 8:30pm	300,000
12	Advanced Occupational Safety and Health (2 weeks)	5:30pm - 8:30pm	350,000
13	Export Management (2 weeks)	5:30pm - 8:30pm	300,000

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<b>14</b>	Digital Marketing and Advertising (4 weeks)	5:30pm - 8:30pm	500,000
<b>15</b>	Managerial Leadership & Entrepreneurship Skills Development for Cooperative Unions/SACCOS (2 weeks)	5:30pm - 8:30pm	300,000
<b>16</b>	Advanced Human Resource Management (Human Resource as A Business Partner) (2 weeks)	5:30pm - 8:30pm	300,000
<b>17</b>	Supervisory Management (2 weeks)	5:30pm - 8:30pm	300,000
<b>18</b>	Training of Trainers (ToT) (2 weeks)	5:30pm - 8:30pm	300,000
<b>19</b>	Procurement and Logistics Management (2 weeks)	5:30pm - 8:30pm	300,000

### Category: ICT

S/no.	Name	Duration	Time	Fees
1	Certificate in Computer Applications	4 weeks	9:00am - 12:00pm (Day)	200,000
2	Certificate in Computer Applications	4 weeks	9:00am - 10:pm on Saturdays 9:00am - 1:00pm on Sundays (Weekend)	200,000
3	Advanced Microsoft Office and Online Collaborations	4 weeks	9:00am - 12:00pm (Day)	300,000
4	Computerized Accounting (Using Quick Books, Tally & Sage)	3 weeks	5:00pm – 8:00pm (Evening)	400,000
5	Computer Networking, Hardware Repair and Maintenance.	4 weeks	5:00pm – 8:00pm (Evening)	350,000
6	IT Essentials - PC Repair and Maintenance (CISCO)	4 weeks	5:00pm – 8:00pm (Evening)	350,000
7	Website Development Level I	5 weeks	5:00pm – 8:00pm (Evening)	300,000
8	Dynamic Website Development	7 weeks	5:00pm – 8:00pm (Evening)	350,000
9	Computer Programming (C, C++, Java, PHP, Python)	8 weeks	5:00pm – 8:00pm (Evening)	450,000
10	Mobile Application Development	8 weeks	5:00pm – 8:00pm (Evening)	500,000
11	Video Editing and Motion Graphics	8 weeks	5:00pm – 8:00pm (Evening)	450,000
12	Database Design and Development	8 weeks	5:00pm – 8:00pm (Evening)	450,000
13	Data analysis using SPSS, Epi Info and Stata	4 weeks	5:00pm – 8:00pm (Evening)	300,000
14	Human Resource Information System	4 weeks	5:00pm – 8:00pm (Evening)	350,000
15	Computerised Record Keeping	4 weeks	5:00pm – 8:00pm (Evening)	400,000

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