

MAPICS CONSULTANCY SDN. BHD. (Company No. : 542156-K)

YMCA Building, 211 Jalan Macalister, 10450 Penang

Tel: 04-227 3489

Email: mapics@mapics.com.my

www.mapicstraining.com

**Programme List
2022-2023**

Code	Topics	Day
ITC	ITC's Modular Learning System in Supply Chain Management (MLS-SCM)	
ITC-M-001B	Understanding the Corporate Environment (M1)	2
ITC-M-002B	Specifying Requirements & Planning Supply (M2)	2
ITC-M-003C	Analysing Supply Markets (M3)	3
ITC-M-004C	Developing Supply Strategies (M4)	3
ITC-M-005C	Appraising & Shortlisting Suppliers (M5)	3
ITC-M-006C	Obtaining & Selecting Offers (M6)	3
ITC-M-007C	Negotiating (M7)	3
ITC-M-008B	Preparing the Contract (M8)	2
ITC-M-009B	Managing the Contract & Supplier Relationships (M9)	2
ITC-M-010C	Managing Logistics in the Supply Chain (M10)	3
ITC-M-011C	Managing Inventory (M11)	3
ITC-M-012C	Measuring & Evaluating Performance (M12)	3
ITC-M-013C	Environment Procurement (M13)	3
ITC-M-014C	Group Purchasing (M14)	3
ITC-M-015C	E-Procurement (M15)	3
ITC-M-016C	Customer Relationship Management (M16)	3
ITC-M-017C	Operations Management (M17)	3
ITC-M-018C	Managing Finance along the Supply Chain (M18)	3
ITC-M-019B	Packaging in the Supply Chain (M19)	2
ITC-M-020B	Quality in the Supply Chain Management (M20)	2
ITC-M-021E	SCM for SMEs	5
ITC-M-022B	Total Supply Chain	2
ITC-M-023B	Total Supply Chain II – Make, Deliver and Plan	2
ITC-M-024F	Fast Track Professional Certificate in Supply Chain Management	6
ITC-M-025F	Fast Track Professional Advanced Certificate in Supply Chain Management	6
ITC-M-026F	Supply Chain Management : Strategy and Planning	6
ITC-M-027F	Supply Chain Management: Sourcing	6
ITC-M-028F	Supply Chain Management : Operations	6
ITC-M-029F	Supply Chain Management : Logistics (M4)	6

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SCM	Supply Chain Management Programme	
SCM-001B	Effective Negotiation Skills*	2
SCM-002B	Best Practice in Procurement Sourcing Strategies	2
SCM-003B	Best Practices in Supply Chain Management focusing on 7 Wastes*	2
SCM-004B	Best Practice in Inventory Management	2
SCM-005B	Dangerous Goods & Cargo Security	2
SCM-006B	Import & Export Trade	2
SCM-007B	Measuring Logistics Performance	2
SCM-008B	Negotiation for Win-Win Strategy	2
SCM-009B	Negotiation & Mediation Best Practices Impacting the Supply Chain	2
SCM-010A	Supply Chain Management Teambuilding	1
SCM-011B	7 Strategies of Purchasing & Material Planning Management	2
SCM-012B	Contract Management	2
SCM-013B	Total Supply Chain : Bullwhip Effect on Operations	2
SCM-014A	SWOT Matrix – Its correct use	1
SCM-015A	Evaluation of Supplier Performance	2
SCM-016B	Effective Inventory Management	2
SCM-017B	Warehousing Planning System and Inventory Operations	2
SCM-018B	Customer Relationship Management	2
SCM-019B	Toyota Production System and 7 wastes	2
SCM-020B	JIT Purchasing, Production and Lean	2
SCM-021B	Competencies in Incoterms Nego & Contracting of int Trade*	2
SCM-022B	Strategic Negotiation Skills*	2
SCM-023B	Global Airfreight Operations*	2

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TQM	QUALITY MANAGEMENT	
TQM-Q-001B	5S – The Practice of Good Housekeeping	2
TQM-Q-002B	8D Problem Solving	2
TQM-Q-003B	Advanced Toolbox for RCA	2
TQM-Q-004B	Best Practice of FMEA & Poka Yoke	2
TQM-Q-005B	Cost of Poor Quality	2
TQM-Q-006B	Cost Reduction Strategies in Manufacturing Environment	2
TQM-Q-007A	Establishment and Maintenance of Control Plan	1
TQM-Q-008B	Effective Supervisory Skills	2
TQM-Q-009B	Failure Mode and Effects Analysis (FMEA)*	2
TQM-Q-010B	Hayagawari Quick Change Over Techniques for Lean Six Sigma	2
TQM-Q-011B	Lean Manufacturing Fundamentals	2
TQM-Q-012B	Lean Six Sigma Greenbelt: Module 1 (Value Stream Mapping)	2
TQM-Q-013B	Lean Six Sigma Greenbelt: Module 2 (Lean Tool 1)	2
TQM-Q-014B	Problem Solving Using 7 QC Tools	2
TQM-Q-015B	Poka Yoke Error-Proofing Techniques The ZQC Approach	2
TQM-Q-016B	Supervisory Skills Development, Roles & Responsibilities	2
TQM-Q-017B	The 10 Rules of Why Why Failure Analysis	2
TQM-Q-018B	Understanding the Environmental Aspect & Impact Assessment	2
TQM-Q-019B	Total Quality Management	2
TQM-Q-020B	Lean Manufacturing and Management*	2
TQM-Q-021C	ISO 9001 and ISO 13485 Interpretation and Practical Internal Audit*	3
TQM-Q-022B	Root Cause Analysis (RCA) Methodologies	2
TQM-Q-023B	5S Training, Audit and Implementation*	2

DOE	Statistical Competency Development Program	
DOE-SD-001B	Vital & Practical Statistics – Descriptive Analysis I	2
DOE-SD-002B	Vital & Practical Statistics – Descriptive Analysis II	2
DOE-SD-003B	Process Stability and Process Capability (SPC)	2
DOE-SD-004B	Design of Experiment – Statistical Inference (DOE I)	2
DOE-SD-005B	Design of Experiment II – Factorial Experiment (DOE II)	2
DOE-SD-006B	Measurement System Analysis (MSA)*	2
DOE-SD-007B	Statistical Inferences & Sample Size Determination	2

OSH	Safety & Health	
OSH-S-001B	Safety & Competency Training On Forklift Handling *	2
OSH-S-002A	1 Day Forklift Safety	1
OSH-S-003B	Risk Assessment - HIRARC implementation*	2
OSH-S-004B	Electrical Safety & Loto *	2
OSH-S-005B	First Aid & CPR*	2

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MGT	Management	
MGT-001B	Colored Brain Communication to Build Successful Employees and Teams at Work	2
MGT-002B	Colored Brain Communication to enhance Service Quality with Patients	2
MGT-003B	Customer (Patient) Service in Healthcare	2
MGT-004B	Creative Thinking and Innovation	2
MGT-005B	Develop Your Confidence and Powerful Voice	2
MGT-006B	Develop Your Personal Resilience	2
MGT-007B	Effective Workplace Communication: Proper Emailing	2
MGT-008B	Effective Communication & Interpersonal Skills	2
MGT-009A	Effective Time Management	1
MGT-010B	Impactful Presentation Skills	2
MGT-011B	Interview Techniques	2
MGT-012B	Line Leader Skills & Teambuilding	2
MGT-013B	Managing with Emotional Intelligence	2
MGT-014B	Motivations and Positive Work Attitudes	2
MGT-015B	Negotiation & Influencing Skills*	2
MGT-016B	Overcoming Negativity and Conflict in the Workplace	2
MGT-017C	Strategic Thinking & Re-Positioning	2
MGT-018A	Teambuilding	1
MGT-019B	Teambuilding	2
MGT-020B	Mind Mapping	2
MGT-021B	The Art of Dealing with Difficult People	2
MGT-022B	Think Out of the Box	2
MGT-023B	Train the Trainer	2
MGT-024B	The Art of Influence in Building a Good Relationship	2
MGT-025A	Fostering Teamwork & Communication	1
MGT-026A	Inspiring Team to be the BEST	1
MGT-027A	Building Team Victory Program	1
MGT-028B	Managing Employee Discipline Skills	2
MGT-029A	Managing Conflict @ Workplace	1
MGT-030B	Stress Management*	2
MGT-031B	Mentor Development Program	2
MGT-032B	Understanding & Managing Generation Y	2
MGT-033E	Strategic Thinking and Execution	5
MGT-034B	Excellent Habits for SUPER Leaders of Today	2
MGT-035B	Negotiation & Managing Conflict Skills	2
MGT-036B	Time and Priority Management	2
MGT-037B	Effective Time Management	2
MGT-038B	Impactful communication skills*	2
MGT-039B	Remote Management Personal Development Program*	2
MGT-040B	Leadership Skills Development For Line Leader *	2
MGT-041B	Presentation Skills*	2
MGT-042B	Emotional Intelligence*	2
MGT-043B	Communication and Influencing without Authority*	2
MGT-044B	Leading Customer Service with Emotional Intelligence*	2

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MGT-045B	Effective Communication & Presentation Skills*	2
MGT-046B	Adapting Leadership Styles for Effective Engagement*	2
MGT-047B	Evolving Leadership for Effective Engagement*	2
MGT-048A	Evolving leadership for Effective Engagement*	1
MGT-049B	Adaptive Leadership Approach*	2
MGT-050B	Problem Solving and Decision Making*	2
MGT-051B	Time and Stress Management*	2
MGT-052A	Effective Customer Service*	2
MGT-053B	Coaching for High Performance Post Program*	1
MGT-054B	Coaching for High Performance*	2
MGT-055B	Stress Management For Senior Managers*	2
MGT-056A	Organizing and Controlling for Results*	1
MGT-057B	Managing Time & Preventing Procrastination	2
MGT-058A	SWOT Analysis*	1
MGT-059B	Coaching Masterclass *	2
MGT-060B	Negotiating, Influencing and Conflict Management Skills*	2
MGT-061B	Evolving leadership for Effective Engagement*	2
MGT-062B	Coaching Masterclass*	2
MGT-063A	Speakpeak*	1
MGT-064A	Managing Discipline*	1
MGT-065A	Managing and Handling Employees Disciplinary Issues*	1
MGT-066A	EQ (Regulating Emotions and Building Interpersonal Skills Managers)*	1
MGT-067B	Strategic Thinking Skills*	2
MGT-068B	Interview Skills for Recruiters*	2
MGT-069B	First Aid & CPR*	2
MGT-070A	Working with a Multi Generation Workforce*	1
MGT-071A	Understanding and Working with Multi Generation at Workplace (Individual Contributor)*	1
MGT-072B	Presentation Skills 1*	2
MGT-073A	Effective Problem Solving, Decision Making & Time Management*	1

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MKT	Sales & Marketing	
MKT-SM-001B	Developing Effective Marketing Strategies & Strategic Marketing Plan	2
MKT-SM-002B	Digital High Impact Sales Training	2
MKT-SM-003B	How To Win in Today's Challenging Market by Thinking, Planning & Acting on Digital?	2

IT	IT Course	
IT-001B	Mastering Pivot Table (V2010 & V2013)	2
IT-002B	Microsoft Excel 2016 (Basic-Intermediate)	2
IT-003B	Microsoft Excel 2016 (Intermediate-Advanced)	2
IT-004B	Excel Formulas and Functions 2016 (Pre-requisite MS Excel (Intermediate-Advance)2016)	2
IT-005B	MS Excel Macro Level 1 (Pre-requisite MS Excel (Intermediate-Advance)2016)	2
IT-006B	Microsoft Powerpoint 2016 (Intermediate-Advanced)	2
IT-007B	MS Project 2013 (Basic-Intermediate)	2
IT-008B	MS Word (Intermediate-Advance)	2
IT-009B	Microsoft Excel 2007 (BASIC)*	2
IT-010B	Microsoft Excel 2007 (Intermediate)*	2
IT-011B	Microsoft Excel 2007 (Advance)*	2
IT-012B	Mastering Pivot Table*	2
IT-013B	Microsoft Excel 2016 (int-adv)	2

IR4	Industry 4.0	
IR4-001B	Align to Industry 4.0 Digital Transformation*	2
IR4-002B	Streamline and Automate in Industry 4.0 Digital Transformation*	2
IR4-003C	Sense and Analyze in Industry 4.0 Digital Transformation*	3
IR4-004B	Enhance and Perform in Industry 4.0 Digital Transformation*	2
IR4-005B	Intelligence and Growth in Industry 4.0 Digital Transformation*	2
IR4-006B	Discover and Innovate in Industry 4.0 Digital Transformation*	2
IR4-007A	Senior Managers' Industry 4.0 Transformation: Blockchain for Digital Supply Chain Network	1
IR4-008B	Executives' Industry 4.0 Transformation: Blockchain for Digital SC Network*	2
IR4-009B	Digitalisation and overview of Supply Chain	2
IR4-010C	Advanced Python Scripting*	3
IR4-011C	Data Analytics Practitioner 4 - Advanced Python Scripting*	3

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BC	English Course	
BC-E-001B	Better Emails*	2
BC-E-002B	Grammar Foundations*	2
BC-E-003B	Fine Tuning Writing Skills*	2
BC-E-004B	Taking Your Grammar to the Next Level*	2
BC-E-005D	Progressive Business Communication Skills*	4
BC-E-006A	Say It Clearly*	1
BC-E-007D	Business Communication Skills 1*	4.5
BC-E-008D	Business Communication Skills 2*	4.5
BC-E-009D	Effective Business Communication Essentials*	4.5
BC-E-010B	Success With Presentations*	2
BC-E-011B	Interpersonal Communication Skills*	2
BC-E-012A	Meeting Skills and Minute Taking*	1
BC-E-013B	Writing Challenging Emails*	2
BC-E-014A	Polishing Your Presentation Skills*	1
BC-E-015A	Quick Tips for Professional English*	1
BC-E-016F	Better Business Communication for Professionals*	6
BC-E-017B	Better reports, proposals, and management papers*	2
BC-E-018B	Interpersonal Communication Skills 1*	2
BC-E-019B	Presentation skills for bankers*	2
BC-E-020B	Better business writing for bankers*	2
BC-E-021B	Handling conflict at work*	2
BC-E-022B	Creating Executive Presence*	2
BC-E-023A	Fine Tuning Writing Skills 1*	1
BC-E-024B	Grammar Skills for Business Writing 1*	2
BC-E-025A	The Assertiveness*	1
BC-E-026	English for Life & Work - Level 2 (Module 4)* 8hrs	2.4
BC-E-027A	Pitch Perfect Presentations*	2
BC-E-027	Handling conflict at work*	1.5
BC-E-027	Handling Difficult Situations*	1.5
BC-E-027B	Corporate Business English Solutions	2
BC-E-027B	Business Writing Essentials*	2
BC-E-027D	Customer Centric Writing*	4

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