



Effective Training Associates Inc., a training provider for the IEEE Technology and Engineering Management Society (TEMS-SCV), now offers a few of our popular in-house professional development courses for engineers, developers and managers on a public basis, held at SEMI Headquarters and host companies throughout Silicon Valley.



**Register Now**

- 3 Ways to Register:**
- 1) [www.effectivetraining.com/calendar/](http://www.effectivetraining.com/calendar/)
  - 2) call Marisa at 408-441-8881x119, or
  - 3) [registrar@effectivetraining.com](mailto:registrar@effectivetraining.com)

### September

**Thurs. 20**     **Transitioning from Individual Contributor to Manager - 1 day**  
 Location: SEMI Headquarters, Milpitas,

### October

**Tues. 9**     **Communicating Across Cultures - 1 day**  
 Location: Symphony, Palo Alto

**Wed. 10**     **Presentation Skills - 1 day**  
 Location: Logitech, Newark

**Thurs. 11**     **Management Essentials - 2 days**  
**Fri. 12**     Location: SEMI Headquarters, Milpitas

**Tues. 16**     **Effective Communication - 1 day**  
 Location: Qualcomm, Santa Clara

**Tues. 23**     **Clear Business and Email Writing - 1 day**  
 Location: Symphony, Palo Alto

### November

**Thurs. 8**     **Getting Things Done Across Organizational Borders - 1 day**  
 Location: Logitech, Newark, CA

**Tues. 13**     **Managing Time and Multiple Priorities - ½ day**  
 Location: Synopsys, Sunnyvale

**Tues. 13**     **Presentation Skills - 1 day**  
 Location: Qualcomm, Santa Clara

**Thurs. 29**     **Emotional Intelligence - 1 day**  
 Location: Symphony, Palo Alto

### December

**Thurs. 6**     **Management Essentials - 2 days**  
**Fri. 7**     Location: Qualcomm, Santa Clara

**Tues. 11**     **Presentation Skills - 1 day**  
 Location: SEMI Headquarters, Milpitas

To receive a quote to bring a course in-house,  
 email [info@effectivetraining.com](mailto:info@effectivetraining.com) or call 1-408-441-8881



## Learn Today. Lead Tomorrow.

People Skills Training for  
Managers, Engineers, Developers,  
and Technical Professionals

### Who Are We?

Founded in 1989 in Silicon Valley, Effective Training is a global management and professional development company serving high tech companies. Effective Training specializes in developing managers, engineers, developers, and technical professionals in six key skill areas required for career success and organizational advancement.

We provide a People Skills Roadmap to Success which can be delivered through onsite, public, and interactive live webinar formats and customized to meet specific objectives.

### What Sets Us Apart?

- Training provider to the Institute of Electrical and Electronics Engineers (IEEE), Technology and Engineering Management Society (TEMS) for over 18 years
- Delivering over 60 instructor-led and interactive live webinar courses
- Engaging and entertaining subject-matter-expert instructors
- Partnering with clients as a one-stop soft skills training provider
- Geographic presence throughout the United States, United Kingdom, Europe, Asia-Pacific, and India



- Clients (partial list): Qualcomm • Juniper Networks • SRI International • Synopsys • Veritas • Google • Infinera • Cognizant Technology Solutions • Maxim Integrated • SAP • Microsemi • Amazon Labs 126 • Nest Labs • Thermo Fisher Scientific • Dell • BMC Software • Renesas Electronics • Intuitive Surgical • Think Surgical • Varian Medical • Bio-Rad Laboratories • Nvidia

### Six Areas We Train and Develop



**Management and Leadership**



**Presentation Skills**



**Writing Skills**



**Interpersonal Communication**



**Business Skills**



**Project Management**