



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



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- 3 Ways to Register: 1) www.effectivetraining.com/calendar/
2) call Marisa at 408-441-8881 x119
3) registrar@effectivetraining.com

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 Location: SEMI Headquarters, Milpitas
Fri.	12	
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 Location: Qualcomm, Santa Clara
Fri.	7	
Tues.	11	Presentation Skills - 1 day Cancelled Location: SEMI Headquarters, Milpitas

To receive a quote to bring a course in-house tailored to your organization, email info@effectivetraining.com or call 408-441-8881