

Professional Development Short Course Dates for 2026/27

Date	Course	Location	Price (per person)
March 2026			
9 & 10 March 2026	Train the Trainer	Dunfermline City Campus	£435
16 & 17 March 2026	Introduction to Microsoft Project	Dunfermline City Campus	£345
April 2026			
29 & 30 April 2026	Train the Trainer	Dunfermline City Campus	£435
May 2026			
12 & 13 May 2026	Managing & Leading the Team	Dunfermline City Campus	£435

Coming soon: Boost your Business with Social Media.

The following courses are also available, subject to demand:

- Coaching Conversations
- Communicating with Emotional Intelligence
- Consultative Selling
- Creating a safe and Healthy Work Environment
- Customer Service Excellence
- Developing Leaders of the Future
- Developing the Strategic Manager
- Effective Business Writing
- Equality & Diversity in the Workplace
- Essential Time Management Skills
- Finance for non-Finance Managers
- Introduction to Lean
- **NEW for 2025 Introduction to Trauma Informed Organisations**
- Managing the Performance of Staff
- Managing & Supporting Young People in the Workplace
- Mental Health in the Workplace
- Negotiation Skills
- Presentation Skills
- Reflective Practice
- Report Writing

If you don't see what you are looking for, please contact us to discuss your requirements, as we can also deliver bespoke courses to meet individual company needs either at our purpose-built training and conferencing venue, [Carnegie Conference Centre](#), or at your own premises.

To book your place, or find out more about our bespoke and on demand courses, please call **0344 248 0153** or email sales@fife.ac.uk