



Institute of
Business Administration
Karachi

Leadership and Ideas for Tomorrow

SKILL DEVELOPMENT PROGRAMS

June - 2014

Data Analysis using SPSS

---Interpret meaningful results for right decisions

This course aims to provide students, decision makers, managers, researchers and scientists, the practical exposition with tools and techniques of data analysis using SPSS. The workshop is designed to understand the key concepts and methods of statistical analysis required during the conduct of research. The workshop will help to understand the techniques for summarizing and presenting data, estimation, confidence intervals, hypothesis testing, comparing groups, measuring associations, seeing relationships and predictive analysis.

Dates & Days: June 14-23, 2014 | Monday, Wednesday, Saturday & Sunday

Timings: 4:00 pm to 9:00 pm | Saturday & Sunday & 6:00 pm to 9:00 pm | Monday & Wednesday

Course Investment: PKR 16,000/-

MS Project Basics

---Learn the techniques of successfully planning a project

This intensive hands-on training focuses on the fundamental use of the Microsoft Project software application. Participants will learn use of MS Project tools that will assist them to plan and manage projects effectively and timely. After attending this course, participants will be able to organize scope, develop schedules, manage resources & resolve conflict, manage the budget, manage multiple projects in a master file and provide accurate report.

Dates & Days: June 23-27, 2014 | Monday to Friday **Timings:** 5:30 pm to 8:30 pm

Course Investment: PKR 15,000/-

Interactive English

---Breakthrough course to address your language & communication needs

A blend of language skills, with emphasis on spoken English, eliminating hesitation, improving pronunciation & accent and developing confidence through 8 hours/week sessions of comprehensive training and practice.

Areas specifically focused are: GRAMMAR, VOCABULARY, PHRASAL WORDS, IDIOMATIC EXPRESSIONS & PRONUNCIATION

Dates & Days: June 25-July 26, 2014 | Wednesday, Saturday & Sunday

Timings: 6:00 pm to 8:30 pm | Wednesday & Saturday & 10:00 am to 01:00 pm | Sunday

Ramadan Timings: 3:30 pm to 6:00 pm | Wednesday & Saturday & 10:00 am to 01:00 pm | Sunday

Course Investment: PKR.16,000/-

For registration: Ph: 021-111 422 422; 021-38104700-01 Ext. 1541, 1801

Email: be&sdp@iba.edu.pk **Website:** <http://cee.iba.edu.pk/BEenSDP.shtml>

Classes will be held at Institute of Business Administration, City Campus: Garden / Kayani Shaheed Road, Karachi-74400