



UGANDA MANAGEMENT INSTITUTE

UMI is Uganda's premier Centre for Management Training, Education, Consultancy, Research and Online Learning Services with a mission "To Excel in Developing Practical and Sustainable Administration, Leadership and Management Capacity"

DISTANCE LEARNING SHORT COURSES

These short courses will be conducted at **UMI Branches (Kampala, Mbarara, Mbale and Gulu)**: Time: **9.00 am - 4.00 pm Monday to Friday**

Study Area	Course		Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov
Blended Learning Short Courses at UMI Branches (Mbarara, Mbale & Gulu)	Management Skills Improvement	1 Month		02 - 31								
	Project Planning and Management	1 Month			01 - 30							
	Consultancy Skills Development	1 Month				01 - 29				01 - 30		
	NGO Management	1 Month					01 - 30				01 - 30	
	Fundraising Strategies and Resource Mobilization	1 Month						01 - 31				02 - 30
	Public Private Partnership	1 Month							03 - 31			
Regional & Global Courses (Video Conferencing/online) with Kenya, Tanzania, Uganda, Korea and Canada	IHC Global Training (Canada)	2 Days	19 - 20									
	Leadership Dynamics for Senior Women Managers (VC) - <i>(Kenya School of Government)</i>	1 Week		09 - 13								
	G20 Public Policy and Management <i>(Korea Development Institute)</i>	2 Weeks		17 - 27								
	Managing the 21 st Century Local Authorities (VC) – <i>(Uganda Management Institute)</i>	1 Week		30/03	03/04							
	Policy Formulation, Implementation and Analysis(VC)-(Kenya School of Government)	1 Week			06 - 10							
	Strategic Negotiation (VC) <i>(Kenya School of Government)</i>	1 Week			20 - 24							
	Management Skills Improvement <i>(Uganda Management Institute)</i>	1 Week				04 - 08						

DURATION	TUITION	
	UGANDANS	INTERNATIONAL
1 Month	400,000/=	\$ 297
1 Week	400,000/=	\$ 297
Accommodation (Optional)	30,000/= per night	\$ 22

ENQUIRIES/APPLICATIONS:

Applications should be submitted at least two weeks for VC courses and one week for blended courses before the start date of the course. Course dates are subject to change upon which management shall communicate. Application forms and more information about the programmes may be obtained from the address given below;

P.O. Box 20131 Kampala,

Tel: Mob: +256784458992, +256704928710, +256771019221

Email: gwoch@umi.ac.ug; & rli@umi.ac.ug Website: www.umi.ac.ug



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REGULAR SHORT COURSES

These short courses will be conducted at **Kampala** Time: **8.30 am - 4.00 pm Monday to Friday**

Study Area	Course	Duration	2020											
			Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
General Management	Advocacy and Lobbying Skills	1 Week	17-21						3-14					
	Project Planning and Management	2 Weeks		9-20			8-19			7-18				
	Project Monitoring and Evaluation	2 Weeks			27 April-8 May			6-17			12-23			
	Project Proposal Writing and Resource Mobilization	2 Weeks				4-15						9-20		
	Strategic Planning and Management	1 Week					8-12					30 Nov-4 Dec		
	Management Skills Improvement	2 Weeks			27 April-8 May					14-25				
	Consultancy Skills Development	2 Weeks	17-28						17-28					
	Management of Cooperatives and SACCOs	2 Weeks				4-15					12-16			
Human Resource Management	Strategic Human Resource Management	2 Weeks				11-22				7-18				
	Performance Management in Organisations	1 Week				4-8			24-28					
	Training of Trainers	2 Weeks		16-27				13-24				9-20		
	Effective Leadership, Mentoring & Coaching Skills in Contemporary organisations	1 Week					15-19					30 Nov-4 Dec		
Marketing and Communications	Managing Public Relations & Public Speaking	1 Week		9-13				6-10				16-20		
	Digital Marketing	2 Weeks				25 May – 5 June		20-31				16-27		
	Managing Marketing Performance (Marketing Metrics)	1 Week				18-22				7-11				
	Delivering Great Customer Experience (Customer care)	1 Week					15-19				19-23			
	Driving Marketing Innovations & Branding	1 Week				4-8			17-21			30 Nov-4 Dec		
	Advertising and Client Management	1 Week					8-12					9-1		
	Effective Communication and Presentation skills	1 Week				11-15					19-23			
Procurement Management	Stores Management and Materials Control	1 Week		9-13				20-24				23-27		
	Managing the Tendering Process and Contract Management	1 Week				11-15				21-25				
	Procurement and Supply Chain Management	1 Week	17-21				8-12					16-20		
	Logistics and Physical Distribution Management	1 Week				25-29					26-30			
	Fleet Management Improvement	1 Week				18-22						2-6		

Study Area	Course	Duration	2020											
			Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	
Financial Management	Financial Management and Accounting for Non-Financial Managers	2 Weeks		9-20					6-17				2-13	
	Tax Management	2 Weeks			27 April-8 May						14-18			
	Budgetary Management and Expenditure Control	1 Week	17-21							24-28				
	Risk Management, Internal Controls and Fraud Prevention	2 Weeks				18-29					14-25			
	Entrepreneurship and Business Development	1 Week					22-26							30 Nov-4 Dec
Information and Communicati	Database Management Skills	2 Weeks			27 April-8 May							19-30		
	MS Project Software	1 Week				4-8					21-25			
	Statistical Data Analysis Using SPSS and Epi-info	2 Weeks		9-20							7-18			
	Computerized Human Resource Information Management	1 Week						15-19					23-27	
Public Admin and Governance	Public Administration and Management	2 Weeks		16-27								14-25		
	Front Office Management	1 Week				11-15						7-11		
	Effective Administrative Assistant	1 Week		9-13					27 -31					16-20
	Records Management	2 Weeks			27 April-8 May					17-28				
	Introduction to Administrative Law	2 Weeks			27 April-8 May						14-25			
Executive Courses	Essentials of Oil and Gas Management	2 Weeks		2-13						3-14				
	Gender and Equity Budgeting	2 Weeks						15-26						23 Nov-4 Dec
	Results Based Monitoring, Evaluation & Learning	2 Weeks	17-28							17-28				
	Disaster and Risk Management	1 Week		23-27								12-16		
	Public Private Partnership Management	2 Weeks				11-22								16-27

DURATION	TUITION	
	UGANDANS	INTERNATIONAL
2 Weeks	480,000/=	\$ 357
1 Week	320,000/=	\$ 238
Executive Course (1 Week)	500,000	\$ 500
Executive Course (2 Weeks)	800,000	\$ 800

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Tel: Gen: +256312721202, +256312721209, Direct: +256774386820, +256704252325

Email: angobi@umi.ac.ug; inakiwala@umi.ac.ug; admin@umi.ac.ug;

Website: www.umi.ac.ug