



UGANDA MANAGEMENT INSTITUTE

**SHORT COURSES SCHEDULE 2026**

UMI is Uganda’s premier Centre for Management Training, Education, Consultancy, Research and Online Learning Services with a mission “To Excel in Developing Science -Led Practical and Sustainable Administration, Leadership and Management Capacity”

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

Study Area	Course	Duration	2026										
			Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov
General Management	Advocacy and Lobbying Skills	2 Weeks				13-24			06-17			12-23	
	Project Planning and Management	2 Weeks		02-13			04-15			03-14			16-27
	Project Monitoring and Evaluation	2 Weeks			02-13			15-26			07-18		
	Project Proposal Writing and Resource Mobilization	2 Weeks			09-20			22 Jun-03 Jul			21 Sep – 2 Oct		
	Strategic Planning and Management	1 Week				13-17			06-10			12-16	
	Management Skills Improvement	2 Weeks		02-13			04-15			17-28			2-13
	Consultancy Skills Development	2 Weeks			16-27			15-26			14-25		
	Management of Cooperatives and SACCOs	2 Weeks				20-30			06-17			19-30	
Human Resource Management	Strategic Human Resource Management	2 Weeks				13-24			20-31			19-30	
	Performance Management in Organisations	1 Week				20-24			27-31			26-30	
	Training of Trainers	2 Weeks		2-13			04-15			10-21			09-20
	Effective Leadership, Mentoring & Coaching Skills in Contemporary Organisations	1 Week		23-27			11-15			03-07			02-06
Marketing and Communications	Managing Public Relations & Public Speaking	1 Week			23-27			15-19			14-17		
	Digital Marketing	2 Weeks			09-20			22 Jun-03 Jul			07-18		
	Managing Marketing Performance (Marketing Metrics)	1 Week		02-06			11-15			10-14			09-13
	Delivering Great Customer Experience (Customer care)	1 Week			02-06			22-26			21-25		
	Driving Marketing Innovations & Branding	1 Week				20-24			13-17			19-23	
	Advertising and Client Management	1 Week					04-08			03-07			16-20
	Effective Communication and Presentation skills	1 Week			02-06			15-19			21-25		

Study Area	Course	Duration	2026										
			Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov
Procurement Management	Stores Management and Materials Control	1 Week		09-13				11-15			03-07		
	Managing the Tendering Process & Contract Management	1 Week				20-24				13-17			19-23
	Procurement and Supply Chain Management	1 Week		23-27				04-08			24-28		23-27
	Logistics and Physical Distribution Management	1 Week			23-27				15-19			14-18	
	Fleet Management Improvement	1 Week		09-13				11-15			17-21		02-06
Financial Management	Financial Management and Accounting for Non-Financial Managers	2 Weeks			2-13			18-29			03-14		9-20
	Tax Management	2 Weeks				13-24				20-31		05-16	
	Effective Budgeting & Operational cost control	1 Week			23-27				22-26			14-18	
	Internal Controls and Fraud Prevention	2 Weeks			16-27				15-26			21 Sep – 2 Oct	
	Corporate Governance, Risk & Compliance	1 Week				20-24				20-24			26-30
Information and Communication Technology	Database Management Skills	2 Weeks				20-30				20-31			12-23
	MS Project Software	1 Week		02-06				18-22			17-21		16-20
	Statistical Data Analysis Using SPSS	2 Weeks			16-27				15-26			21 Sep – 2 Oct	
	Advanced Microsoft Excel	1 Week		09-13				25-29			10-14		23-27
Public Administration and Governance	Public Administration and Management	2 Weeks				20-30				13-24			12-23
	Effective Office Management	1 Week				13-17				27-31			26-30
	Effective Administrative Assistant	1 Week		23-27				18-22			24-28		09-13
	Records Management	2 Weeks		02-13				18-29			17-28		2-13
	Introduction to Administrative Law	2 Weeks			02-13				15-26			07-18	

**We offer the following Executive Courses on request**

Executive Course	Duration	Executive Course	Duration
Essentials of Oil and Gas Management	2 Weeks	Results Based Monitoring, Evaluation & Learning	2 Weeks
Health Supply Chain Management	2 Weeks	Disaster and Risk Management	1 Week
Gender and Equity Budgeting	2 Weeks	Public Private Partnership Management	2 Weeks
Managing a Family Enterprise	2 Weeks	Environmental Mainstreaming and Climate Change	1 Week

DURATION	TUITION	
	UGANDANS	INTERNATIONAL
2 Weeks	480,000/=	\$ 357
1 Week	320,000/=	\$ 238

**ENQUIRIES/APPLICATIONS:**

Applications should be submitted at least one week 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;

**Plot 44 -52, Jinja Road Kampala,**

**Tel: Gen: +256 312-721-700; +256 312-721-209, Direct: +256 775 787 424; +256 705 691 066, +256 777 826 947**

**Email: [btimutenda@umi.ac.ug](mailto:btimutenda@umi.ac.ug); [agafabusa@umi.ac.ug](mailto:agafabusa@umi.ac.ug); [ikalyango@umi.ac.ug](mailto:ikalyango@umi.ac.ug); Website: [www.umi.ac.ug](http://www.umi.ac.ug)**