



**Mona School  
of Business &  
Management**

**MSBM** The University of the West Indies, Mona

Professional Services Unit

## **Executive Short Courses Schedule**

September 2024 - July 2025

# **FORWARD. THINKING.**

## **Your Premier Partners!**

In this time of rapid organisational and societal change, your teams need to stay on top of the latest technologies to give them the best tools to grow your business!

Our suite of short courses is designed to respond directly to the needs of business, to meet the societal, corporate and personal development needs of CEOs, Executives, Senior Managers, Professionals and key workforce members. Our courses are facilitated by leading practitioners, knowledgeable in their fields, combining theoretical and practical knowledge.

As a certified education and training institution all our courses are certified by Mona School of Business & Management. Due to our wide range of partnerships, many of our courses are jointly certified with other international institutions.

Our course list ranges from Advanced Project Management and Supply Chain Management Principles to Change Management, Digital Marketing, Data Protection and Transformational Leadership.

**All courses may be customised to meet the training needs of an organisation.**

# Executive Short Courses

Project Management	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Principles & Practices of Project Management	Saturdays 9:00 a.m. - 4:30 p.m.	199,000	SEP 7 - OCT 12		NOV 2 - DEC 7		JAN 18 - FEB 22		MAR 15 - APR 19		MAY 10 - JUNE 14		
Principles & Practices of Project Management	Sundays 10:00 a.m. - 5:30 p.m.	199,000	SEP 8 - OCT 13		NOV 3 - DEC 8			FEB 9 - MAR 16		APR 6 - MAY 11		JUNE 1 - JULY 6	
Principles & Practices of Project Management	Mon. & Wed. 5:45 p.m. - 9:00 p.m.	199,000	SEP 2 - OCT 9					FEB 3 - MAR 12			MAY 5 - JUNE 11		
Principles & Practices of Project Management	Fridays 9:00 a.m. - 4:30 p.m.	199,000		OCT 4 - NOV 8				FEB 7 - MAR 14				JUNE 6 - JULY 11	
PMP Exam Prep.	Tues. & Thurs. 5:45 p.m. - 9:00 p.m.	130,000		OCT 1 - NOV 7			JAN 21 - FEB 27			APR 1 - MAY 8		JUNE 3 - JULY 10	

Risk Management	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Enterprise Risk Management	Wednesdays 9:00 a.m. - 4:30 p.m.	90,000		2-16									2-16
Enterprise Risk Management	Fridays 9:00 a.m. - 4:30 p.m.	90,000									16-30		
Enterprise Risk Management	Saturdays 9:00 a.m. - 4:30 p.m.	90,000	SEP 21 - OCT 5				JAN 25 - FEB 8						

Finance	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Finance for Non-financial Managers	Tues. & Thurs. 5:45 p.m. - 9:00 p.m.	80,000										JUNE 3 - JULY 3	
Finance for Non-financial Managers	Saturdays 9:00 a.m. - 4:30 p.m.	80,000		OCT 5 - NOV 2					8-29				

Business Management	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Business Analysis Fundamentals	Saturdays 9:00 a.m. - 4:30 p.m.	110,000							22-12				
Business Analysis Fundamentals	Tues. & Thurs. 5:45 p.m. - 9:00 p.m.	110,000		1 - 24						1 - 24			
Business Communication	Wednesdays 9:00 a.m. - 4:30 p.m.	80,000			NOV 6 - DEC 4					2 - 23		4 - 25	
Business Communication	Thursdays 9:00 a.m. - 4:30 p.m.	80,000						6 - 27					

Logistics	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Supply Chain Management Principles	Mon. & Wed. 5:45 p.m. - 9:00 p.m.	150,000		OCT 28 - NOV 27									
Supply Chain Management Principles	Saturdays 9:00 a.m. - 4:30 p.m.	150,000						FEB 1 - MAR 1				JUNE 28 - JULY 26	

Leadership and Management Development			SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Class Days & Time	Cost												
Change Management	Tuesdays 9:00 a.m. - 4:30 p.m.	80,000							4 - 25				
Change Management	Wednesdays 9:00 a.m. - 4:30 p.m.	80,000		2 - 16								4 - 25	
Industrial Relations	Saturdays 9:00 a.m. - 4:30 p.m.	80,000		5 - 26						APR 19 - MAY 10			
Supervisory Management	Wednesdays 9:00 a.m. - 4:30 p.m.	80,000			6 - 27								
Supervisory Management	Fridays 9:00 a.m. - 4:30 p.m.	80,000		4 - 25						4 - 25			
Supervisory Management	Saturdays 9:00 a.m. - 4:30 p.m.	80,000	7 - 28					1 - 22					5 - 26
Transformational Leadership in the 21st Century	Fridays 9:00 a.m. - 4:30 p.m.	99,000							7 - 21				
Transformational Leadership in the 21st Century	Thursdays 9:00 a.m. - 4:30 p.m.	99,000		10 - 24								7 - 21	
Human Resource Management			SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Class Days & Time	Cost												
Fundamentals of Human Resource Management	Tues. & Thurs. 5:45 p.m. - 9:00 p.m.	70,000	SEP 10 - OCT 3									MAY 12 - JUNE 5	3 - 26

Data Protection	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Data Protection	Tues. & Thurs. 5:45 p.m. - 9:00 p.m.	120,000	3 - 26					FEB 18 - MAR 13				3 - 26	
Data Protection	Mon. & Wed. 5:45 p.m. - 9:00 p.m.	120,000		OCT 14 - NOV 11									
Data Protection	Saturdays 9:00 a.m. - 4:30 p.m.	120,000			NOV 16 - DEC 7					APR 26 - MAY 24			

Marketing	Class Days & Time	Cost	SEP 2024	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025
Professional Diploma in Digital Marketing	Saturdays 9:00 a.m. - 4:30 p.m.	220,000		OCT 12 - NOV 9				FEB 8 - MAR 8				JUNE 7 - JULY 5	
Professional Diploma in Digital Marketing	Mon. & Wed. 6:00 p.m. - 9:00 p.m.	220,000						FEB 3 - MAR 10					
Professional Diploma in Digital Marketing	Tues. & Thurs. 6:00 p.m. - 9:00 p.m.	220,000		OCT 8 - NOV 7							MAY 27 - JUNE 26		



“... the Professional Services Unit of MSBM provided leadership training for our team members and I think that largely accounts for the progress we have seen in our business in recent years.”

**Courtney Campbell,**  
Group President & CEO, VM Group



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**Professional Services Unit**



Scan here  
for more  
information.

If you have addition questions or  
need help finding a course, please  
contact the Professional Services Unit:

Email: [msbm-psu@uwimona.edu.jm](mailto:msbm-psu@uwimona.edu.jm)  
Phone: 876 478-8190 or 876 977-4649

