

JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE	
16	Introduction to Strategic Planning	1	Presenting to Influence and Persuade With Confidence	5	Editing and Proofreading Skills for Government	2	Excellence in Annual Reporting	1	NEW! Leading Meetings	4	Writing With Style: The Power of Plain English
17	Excellence in Annual Reporting	4	Contract Management Fundamentals for Government	6	Accountability: Building a Performance Culture	3	Introduction to Policy Work	2	Contract Management Fundamentals for Government	5	Introduction to Program Logic
18	Leadership: What Every New and Experienced Manager Needs to Know	5	Job Application and Interview Skills for the Public Sector	7	Developing a Sound Business Case	4	Presenting to Influence and Persuade With Confidence	6	Writing Policy Documents	6	WA Public Service, Government & Parliament: Relationships & Roles
21	Introduction to Policy Work	7	How to Develop Good Report Writing Skills	8	Introduction to Monitoring and Evaluation	8	Brushing Up On Your Grammar and Punctuation	7	Grammar and Punctuation Essentials	7	Editing and Proofreading Skills for Government
22	Optimising Performance Through Hard Conversations	8	Building and Leading High Performance Teams	11	Advanced Strategic Planning	9	Project in Progress - Action Workshop	9	Intelligent Influence	9	Accountability: Building a Performance Culture
24	Writing Ministerial Letters and Briefings	11	Change Management for Team Leaders	12	Financial Statements in the Public Sector	10	NEW! Managing Priorities: Improving Workflow and Productivity	10	Developing Good Communication Skills in the Workplace	10	Brushing Up On Your Grammar and Punctuation
30	Executive Writing Skills	12	Introduction to Program Logic	14	Policy Evaluation	11	Dealing with Change in the Workplace	13	Introduction to Strategic Planning	11	Developing Resilience
31	Workplace Mental Health & Developing Resilient Teams	13	NEW! Managing Priorities: Improving Workflow and Productivity	18	Writing Ministerial Letters and Briefings	15	Workplace Mental Health & Developing Resilient Teams	14	Developing a Sound Business Case	12	Introduction to Monitoring and Evaluation
		14	Writing Policy Documents	19	Leading Through Change and Uncertainty	16	Job Application and Interview Skills for the Public Sector	17	Leadership: What Every New and Experienced Manager Needs to Know	13	Change Management for Team Leaders
		15	Brushing Up On Your Grammar and Punctuation	20	Public Sector Finance and Budgeting in State Government	17	Executive Writing Skills	20	Leading Through Change and Uncertainty	14	Public Sector Finance and Budgeting in State Government
		18	Intelligent Influence	21	Read at Speed	30	Writing Skills for Government	21	How to Develop Good Report Writing Skills	17	Capturing Social Outcomes: The Most Significant Change Technique
		19	Writing Skills for Government	25	Writing With Style: The Power of Plain English			22	Getting Started in Project Management	18	Policy Evaluation
		20	Advanced Writing Skills	26	Negotiating With Confidence			23	Advanced Writing Skills	19	Workplace Mental Health & Developing Resilient Teams
		21	Getting Started in Project Management	27	Capturing Social Outcomes: The Most Significant Change Technique			28	Writing Ministerial Letters and Briefings	20	Writing Skills for Government
		25	Developing Good Communication Skills in the Workplace	28	Grammar and Punctuation Essentials			29	Optimising Performance Through Hard Conversations	21	Coaching Style of Leadership
		26	Coaching Style of Leadership	29	Developing Resilience			30	Proactive Conflict Management	22	Read at Speed
		27	WA Public Service, Government & Parliament: Relationships & Roles	29	W.S. Lonnie Awards			31	Job Application and Interview Skills for the Public Sector	23	Building and Leading High Performance Teams
		28	NEW! Leading Meetings							24	Achievement Awards