

Training Plan and Timeline 2016

	Training Topics	N of Participants	Starting Date	Ending Date	Hours	Duration (in hours)	Instructor
1	MS Word	27	2/1/2016	2/11/2016	5 - 6:15 PM	7.5	Martin Minassian
2	MS Excel	26	2/15/2016	2/29/2016	5 - 6:15 PM	8.5	Martin Minassian
3	Executive Communication	22	3/15/2016	3/21/2016	5 - 6:30 PM	4.5	Sergey Tantushyan
4	Presentation skills	22	3/22/2016	3/22/2016	5 - 6:30 PM	1.5	Sergey Tantushyan
5	Adobe Photoshop	16	4/12/2016	4/14/2016	5 - 6:30 PM	3	Hripsime Jangiryan
6	Corel Draw	13	4/19/2016	4/21/2016	5 - 6:30 PM	3	Hripsime Jangiryan
7	SurveyMonkey	14	5/6/2016	5/6/2016	11:30 AM-1:30 PM	2	Anush Bezhanyan
8	Teambuilding	16	6/13/2016	6/22/2016	4 - 6 PM	8	Arpie Balian
9	Google Drive	17	7/6/2016	7/11/2016	4:30 - 6 PM	4.5	Alexander Nazaryan
10	WordPress (targeted training)	22	7/14/2016	7/18/2016	4:30 - 6 PM	4.5	Hripsime Jangiryan
11	Business writing	4	10/15/2016	10/22/2016	6:30 - 9:30 PM, 10:30 - 1:30 AM	12	Suzanne Daghlian
12	Essay writing						Madlene Minassian
13	Stress Management/Emotional stability						Yelena Sardaryan
14	Design Software (for beginners)						Tatev Khachikyan

