

Business/Soft Skills - Pricing Schedule 1st April 2007 - 31st March 2008

Course Name	Course Code	Duration (days)	Course cost/delegate	Cost/delegate/day	Course delegate No.
Essential Business/Soft Skills					
Managing Engineering Projects	EB01	3	£600.00	£200.00	8
Contract Law - An introduction	EB02	1	£200.00	£200.00	8
Negotiation Skills for Engineers	EB03	2	£400.00	£200.00	8
Effective Management	EB04	3	£600.00	£200.00	8
Technical Report Writing	EB05	2	£400.00	£200.00	8
Introduction to Financial Management	EB06	2	£400.00	£200.00	8
Debt management/recovery skills	EB07	2	£400.00	£200.00	8

Hotel Accommodation	Cost per delegate/day
Room only	£46.81
Breakfast	£6.38
Evening dinner allowance	£20.00
10% Administration/Booking Charge	£7.32
Total/delegate/day	£80.51

All prices are exclusive of VAT

All course costs exclude hotel accommodation and materials