



Course Code: C1178

# Coaching and Mentoring

## COURSE INFORMATION

Sessions  
1 day

Duration  
7.5 hrs

Level  
Beginner

Assessment  
NA

### VENUE

12 Woodlands Square #07-85/86/87 Woods Square Tower 1, Singapore 737715. 5 mins walk from Woodlands (NS9) MRT station.

The venue is disabled-friendly.

## WHAT'S THIS COURSE ABOUT

## Topic 1 Coaching

Why is Coaching Needed?

How Coaching Helps

Mentoring Coaching & Training

Influence in Learning

Career Coaching

Setting SMART Goals

## Topic 2 Mentoring

Introduction to Mentoring

Mentoring In Companies

Methods of Mentoring Employees

Successful Mentoring for Employees

Reflective Analysis

Successful Mentoring for Managers

Establishing Rapport

Providing Constructive Criticism

Meeting Expectations

Mentee Goals

Winning Qualities in a Mentor

Mentee's Personality

Mentee...

## COURSE FEE

Full Fee S\$350.00 Before GST

GST S\$31.50 9% of fee

Total Payable S\$381.50 Including GST

## CERTIFICATION

- **Certificate of Completion from Tertiary Infotech** - Upon meeting at least 75% attendance and passing the assessment(s), participants will receive a Certificate of Completion from Tertiary Infotech.

## REGISTRATION

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<https://www.tertiarycourses.com.sg/coaching-and-mentoring.html>



SCAN TO REGISTER

## SUPPORT

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**Email:** [sales@tertiarycourses.com.sg](mailto:sales@tertiarycourses.com.sg)

**Tel:** +65 6100 0613

**WhatsApp:** <https://wa.me/6588666375>