

# SCHEDULE OF COURSES FOR THE YEAR 2021

*It's not just about training your workforce. It's about progress. Our training is guaranteed to help your business move forward with the right technology and the right skills. We offer everything from one or two-day seminars, short courses to exceptional, in-depth diplomas that will elevate the technical abilities of your team, aligning learning to key business objectives and close skills gaps in critical areas.*

## **Achieve your goals with the right training to suit your learning needs**

We are committed to helping you train a handful of employees or your entire organization on software essentials and advanced programming and productivity techniques. Our comprehensive training libraries cover topics related to graphics design, web and mobile app design, multimedia, software development & programming, as well as communication & office productivity tools.

Our flexible and scalable options are well-suited for companies of any size. We work with leading organizations to positively impact workforce productivity and efficiency. Our solutions are proven to increase utilization of software investments and provide the confidence to continue to invest as new software applications become available. Don't wait any longer to get the best training on the latest productivity and software tools provided by Adobe, Apple, and Microsoft. Take advantage of discounts on multi-user, and reap the benefits of having a well-trained staff.

## **Tailor-Made Courses**

Over the years, Firstlincoln has consolidated its relationships with numerous key clients by assisting them in delivering in-house and tailor-made training courses. Such customised training solutions not only give a cost benefit to the respective client, but also provide the added advantage of adapting the course to address their specific requirements.

The vast amount of expertise possessed by Firstlincoln's training consultants puts us in an ideal position to develop almost any course in the fields of information technology. In order to ensure that the client derives maximum benefit from such training, our experts work closely with the organization to design a comprehensive package. Such packages include pre- and post-assessment of the capabilities, and more importantly the skills gap of the attendees, to guarantee the appropriate training solutions are devised.

## COURSES FOR THE YEAR 2021

### Office & Productivity

Become a well-rounded professional with courses that will help you navigate a successful path and become more productive in the work place. Firstlincoln does not only offers technical training to round out your skillset, but we also offer professional development and soft-skills training that's specific to technology pros to help you excel at work.

	No	Programme	Fees(Naira)	Duration (days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Office & Productivity	1	Beyond Microsoft PowerPoint - Design Eye-catching Presentations	125,000	3			3-5			16-18				6-8		
	2	Meetings and Minutes Taking - The Technological Approach	125,000	3		9-11			5-7		28-30				17-19	
	3	Microsoft Excel Level 1 – Seminar	125,000	3					19-21					20-22		
	4	Managing Internal & External Workplace Communications - The Technological Approach	95,000	1				16								
	5	Mail Merge using Microsoft Word 2016	95,000	1		26						26				
	6	Product Owner Fundamentals - Foundations of Product Ownership	105,000	2							7-8					
	7	Graphic Design and Multimedia Workshop	105,000	2		24-25		22-23		10-11			15-16		2-3	
	8	Effective Business Communication	95,000	1	15							19				
	9	Introduction to Business Analysis & Needs Assessment	95,000	1				15								
	10	Staff and Customer Engagement with Computer Games	95,000	1					28							3

### WEB & MOBILE DEVELOPMENT

Learn how to develop and maintain new and existing website using the latest development tools and practices. Gain experience developing with HTML5, JavaScript, CSS, PHP, Python and more. Our expert authors guide you through complete site development, application building and functionality testing via easy-to-follow web development courses.

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Providing high - scaled business solutions

	No	Programme	Fees(Naira)	Duration (days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Web & Mobile Development	1	Switch Career: PHP & MYSQL Web Development Crash Course	205,000	5			1-5			21-25			20-24			
	2	Proficiency in Website Programming – ASPX & C#	205,000	5	18-22							2-6				
	3	Designing Mobile Application for Smartphones – Crash Course	125,000	3					4-6							
	4	Front-End Web Development Quick Start With HTML5, CSS, & JavaScript	205,000	5				12-16							22-26	
	5	Professional E-Commerce/Business Website with WordPress	125,000	3							6-8					
	6	Web Development with Django and Python	125,000	3	27-29			20-22						26-28		
	7	Android App Development: Design Patterns for Mobile Architecture	155,000	4			9-12									
	8	iOS Native App Development: MasterClass	155,000	4					18-21							
	9	Adobe Cordova: Building Cross-Platform Mobile Apps	125,000	3			24-26				27-29					

## SALES & MARKETING

Marketing and sales are foundational to the success of your business, either the one you work in or the one you run. This course walks you through concepts, ideas, models, and tools to better understand marketing and sales. We talk about specific, actionable tactics that you can implement to help you sell more, or to support your company in its marketing and sales efforts.

	No	Programme	Fees	Duration (days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Marketing	1	Sales Skills Training: Consultative Selling Master Class	155,000	3						21-23					10-12	
	2	Sales Training: Practical Sales Techniques	105,000	2		19		28-29					9-10			
	3	Marketing Principles and Practices	95,000	1			19							29		
	4	Supply Chain: Demand Planning (Sales Forecasting and S&OP)	105,000	2				29-30				19-20				

## CONFERENCE

What does the future hold? You'll find out at our IT Conferences. Technologists, visionaries and futurists will converge to discuss how CIOs can capitalize on emerging trends and lead their organizations with technology. Each conference promise to be the ultimate gathering of the industry's brightest minds. Leaders from Top technology firm and sectors will hit the main stage.

	No	Programme	Fees	Duration (days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Conference	1	Technology Outlook – Conference	95,000	1												16
	2	Disaster Recovery Planning: Ensuring Business Continuity	95,000	1					17				16			
	3	Technology Assessment – Conference	95,000	1			26									

## INFORMATION TECHNOLOGY & CYBER SECURITY

With a new hack or data breach happening almost daily, information and cyber security have never been more important to companies, and to security professionals, IT professionals and developers. With our cyber security training, your team will learn the tools and best practices that protect sensitive information, maintain business-critical systems and keep you in compliance. Courses cover everything from the fundamentals of security and security auditing to the latest in digital forensics and malware analysis techniques.

	No	Programme	Fees	Duration (days)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
IT & Security	1	Fundamentals of Cloud Computing	69,000	1				1								
	2	Java Programming: A Comprehensive Hands-On Introduction	205,000	5			15-19						6-10			
	4	Getting Started with Oracle Business Intelligence Enterprise Edition	105,000	2	12-14							25-26				
	5	Relational Database Design, Tools and Techniques: Hands-On	125,000	3						28-30					3-5	
	8	Auditing IIS Web Servers for Security and Best Practices	95,000	1				23						14		
	10	Web Application Penetration Testing with Burp Suite	95,000	1							14					

## So, where are you headed?

Setting aside a week, or even a few days, to attend a conference is difficult, but preparing for the challenges and opportunities of tomorrow is time well spent. These events and trainings are an opportunity for you to step away from the day-to-day happenings of your organization and learn from the best—and we think your teams will thank you for it. So, check your calendar, clear your schedule and choose an event (or a few!) to invest in your growth as a leader.

## Our Triple Guarantee



Please note that these events are by prior reservation only; all reservations are subject to confirmation by Firstlincoln Technologies. For more information and to request course brochure for any of the training please call **0806 693 8330**, **0908 166 9518**, or e-mail [info@firstlincoln.net](mailto:info@firstlincoln.net) or visit [www.firstlincoln.net](http://www.firstlincoln.net) to either download a reservation form or fill an online reservation form.

## CONTACT INFORMATION

### Firstlincoln Technologies

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# Information Technology (IT) Outsourcing

## Delivering Value through People, Process and Technology

The world of work is changing faster than ever and the old rules of business are losing their relevance. No longer does money or technology guarantee growth and productivity. We have entered the Human Age, where people are the real agents of business success.

Those people- individuals with needed skills and experience - have become the scarcest business resources, especially in the field of Information Technology. We are Outsourcing Nigeria (ON™) and we bring you innovative workforce solutions that power your business success and make the seemingly impossible humanly possible.

Improve business performance by outsourcing your IT workforce to us. We offer a comprehensive selection of outsourced remote and in-office roles including Website developer, Software Engineers, Content managers, Customer Service Representatives, Graphics Designers, Administrative Assistants, Social Media Strategist, Database Admin, Mobile app developers and roles in many information technology specializations.

Our client roster is composed of a marquee list of industry leaders representing diverse verticals including Technology, Financial Services, Insurance, Communications, Manufacturing, Healthcare, Media & Entertainment and Real estate.

We work in partnership with discerning and prestigious clients, sourcing highly qualified and motivated individuals for roles in many information technology and administrative specializations, including:

- Website Developer
- Software Developer
- Web Application Developer
- Systems/Network Admin
- Customer Service Representatives
- Administrative Assistants
- Programmer
- Mobile App Developer
- IT Sales – Pre Sales Support
- Graphic Designer
- DBA
- Network Administration
- Technical Architect
- Hardware Engineer
- IT Trainer
- Data Entry Specialist
- Sales Rep.
- IT Manager
- Network Analyst
- Other IT & Telecoms specialization

### How It Works

1. Provide us with a Job Description
2. We will select from our pool of trained talented professionals based on your requirements and outsource to you.
3. The candidate becomes a member of your in-house team working the same office hours as you or remotely from our office.
4. We handle regular performance reviews and all local administration inclusive of payroll, HR and operational software for your outsourced employee

For long term projects, Outsource Nigeria's BPO services consist of complete customer lifecycle management and back office lifecycle management services, involving the management of entire business processes for our clients. Our services are custom tailored to each client's business model and their end customer needs. Our expertise includes process expertise, analytical capabilities, consulting processes, technology expertise and operational insight arising from managing complex processes in diverse industries for numerous clients. ON™ believes that our experience minimizes the risks clients encounter when they outsource. We provide complex, end-to-end BPO services, all at a guaranteed savings for our clients.

With our Outsource services you can scale your organization quickly, easily and cost-effectively by leveraging on our fixed and variable length contracts to fill your permanent or short-term positions.

To get started email [info@outsourcenigeria.com](mailto:info@outsourcenigeria.com) or call 08066938330, 08023698610. Read more at [www.outsourcenigeria.com](http://www.outsourcenigeria.com)

## About Firstlincoln Technologies

We've come a long way over the last decade to become one of Nigeria's leading full-service digital agency. Our unwavering commitment to being at the forefront of technology and innovation has earned us a reputation as the 'go-to' agency for projects where a high level of technical expertise is required. We provide bespoke technological solutions using the best state of the art technologies for training, content management systems, e-commerce, mobile applications, SEO, cloud applications and integrated solutions - so we're able to match the best technology to the needs of your business.

Our team are split into technology-specific teams to ensure that each project and training gets the expertise and attention it needs, whilst we also have dedicated digital marketing and creative design teams. We work directly with clients, providing full-service digital



technology solutions and collaborate with advertising, branding and creative agencies in need of innovative and consultancy services in the field of information and communication technology.

Our outsourcing range of services was set up to disrupt and go above and beyond any other provider in the IT outsourcing industry. We act as a long-term strategic partner for clients and help them grow their business working as an extension of their in-house teams. We are totally committed to taking an open, honest and ethical approach to IT staff recruiting, being proactive and always aiming to be the best in the IT industry. Our people are knowledgeable, experienced, ready to listen and learn. Our culture is based on partnership – with our clients, our candidates and each other. And in everything we do, we're accountable, responsible and thoroughly professional.

Firstlincoln has built a nationwide consulting practice and provided services to many organizations from a variety of industries and several branches of the federal government.

We achieve success through the excellence of our people, the scale of our business that allows us to be flexible and creative, but also secure, and our complexity enables us to provide an enormous scope of solutions and readily available resources.

In recognition of our achievements in the Information Communication Technology sector in Nigeria, Firstlincoln was nominated for the **FUTURE AWARD** as the “Best Use of Technology” in 2008 and 2011. **Africa Communication Award** 2012 as the designer of “The Most Innovative Product”, **Nigeria Technology Awards** 2015, 2017, 2018 and recently we won the award for **Africa Quality Order of Merit Awards 2018** as **Africa Best in Class Quality ICT Consultancy Company of the Year**.

Firstlincoln's entire corporate mission is dedicated to the business of assisting clients in the design, implementation, and operation of business solutions that improve productivity and service delivery. Therefore, Information Technology related projects, training and consultancy services are not secondary to other Firstlincoln consultancy services. It is the central focus of our corporate experience and expertise.

