



# Conference Announcement

You are specially invited to join Professionals from across disciplines and sectors at the

## West African Conference of Professionals in Administration & Management

May 23 - 27, 2022 | ABIDJAN, COTE D'IVOIRE

*on the theme:*

**Operational Intelligence for Optimizing Managerial and Administrative Efficiency**

### Conference Objectives:

To thematically strengthen the administrative and managerial capacities of African operational systems;

### Course Contents:

1. Understanding Trends and Technologies for the New Work Environment.
2. Mastering the Emotional Sides of Change.
3. Managerial Skills for Administrative Personal.
4. Developing Personal Effectiveness and Management.
5. Achieving Excellence without Burnout.
6. Navigating Office Politics and Other Workplace Challenges.
7. Problem Solving and Decision Making Skills.
8. Understanding Business Intelligence for Modern Organization.

### Participation Fee:

**N500,000.00**

(The Fee Covers Certificate, Executive Wall Plaque, Summit File/Handouts, Stationaries, Refreshment, Publicity, etc.)

### Benefits of Attending

- ◆ Networking opportunities with experts across sectors.
- ◆ A chance to present your papers and have it published in professional journals.
- ◆ Listen to keynote presentations from real professionals and industry captains.
- ◆ Award of Advanced Executive Diploma in Management Systems.
- ◆ Custom Award plaque commemorating your participation.
- ◆ Certificate of participation.

**ENQUIRIES :** | Register at:  
0803 870 8147 | <https://www.icad.org.ng/west-afri-training/>