CPE
التعليم المستمر والمهني
Continuing & Professional Education

جامعة الدوحة للعلوم والتكنولوجيا
UNIVERSITY OF DOHA FOR SCIENCE & TECHNOLOGY

2027

PROFESSIONAL TRAINING SCHEDULE

COURSE CATALOGUE / JANUARY – DECEMBER

CPE
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01 / BUSINESS SKILLS

CPE's Business Management portfolio addresses the full range of competencies today's professionals and organizations need to operate effectively and adapt to a changing business landscape. Courses span core management disciplines — including HR Business Partnering, recruitment and selection, performance management, and supply chain management — alongside specialized financial training such as IFRS Refresher, Excel Financial Modeling, Anti-Money Laundering and Combating Financial Terrorism, and Finance for Non-Finance Managers. Participants looking to navigate digital disruption will find dedicated courses in Business Transformation and Digital Strategies, while those focused on customer and market insight can build skills through Market Research and Customer Behavior. The portfolio also includes professional development essentials such as Executive Assistant Professional Training and Process Writing, equipping administrative and operational staff with the technical and interpersonal skills needed to support organizational efficiency. Combining theory, case studies, and practical application, these courses are designed to help professionals lead with confidence and drive measurable results within their organizations.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
24-Jan	27-Jan	08:00-14:00	**HR Business Partner**	Sun-Wed	24
1-Feb	1-Feb	08:00-14:00	**AML and Combatting Financial Terrorism**	Mon	6
28-Mar	29-Mar	08:00-14:00	**Customer Behavior**	Sun-Mon	12
4-Apr	5-Apr	08:00-14:00	**Business Transformation and Digital Strategies for Managers**	Sun-Mon	12
2-May	3-May	08:00-14:00	**Finance for Non-Finance**	Sun-Mon	12
2-Jun	3-Jun	08:00-14:00	**Supply Chain Management**	Wed-Thur	12
27-Jun	29-Jun	08:00-14:00	**IFRS Refresher**	Sun-Tue	18
4-Jul	6-Jul	08:00-14:00	**Executive Assistant Professional Training**	Sun-Tue	18
22-Aug	25-Aug	08:00-14:00	**Performance Management**	Sun-Wed	24
5-Sep	6-Sep	08:00-14:00	**Market Research**	Sun-Mon	12

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
10-Oct	11-Oct	08:00-14:00	**Process Writing**	Sun-Mon	**12**
21-Nov	22-Nov	08:00-14:00	**Advanced Digital Marketing**	Sun-Mon	**12**
12-Dec	15-Dec	08:00-14:00	**Recruitment and Selection**	Sun-Wed	**24**
12-Dec	16-Dec	08:00-14:00	**Excel Financial Modelling LSEG**	Sun-Thu	**30**

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

02 / ENGINEERING TECHNOLOGY

CPE's Engineering & Technology portfolio brings together the technical, safety, and leadership competencies essential to today's industrial and engineering sectors. Participants can build practical, hands-on expertise in renewable energy and solar PV system design, sustainable construction through Green Building & Sustainable Site Design, and emerging applications of AI for Industrial Applications. A strong emphasis on health and safety runs throughout the portfolio, with NEBOSH-accredited qualifications covering occupational health and safety, environmental management, manual handling risk, and incident investigation, alongside specialized courses in process safety awareness, hazardous chemical safety, and basic instrumentation skills. For engineers stepping into leadership and cross-functional roles, Engineering Leadership develops the non-technical capabilities — communication, team-building, and change management — needed to complement technical expertise. Combining theoretical grounding with case studies, simulations, and hands-on practice, these courses prepare participants to operate safely, sustainably, and effectively across the engineering and industrial landscape.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
24-Jan	27-Jan	08:00-14:00	**Solar Energy System Design**	Sun-Wed	24
21-Feb	23-Feb	08:00-11:00	**Green Building & Sustainable Site Design**	Sun-Tue	9
30-Mar	1-Apr	08:00-14:00	**Hazardous Chemical Safety**	Tue-Thur	18
18-Apr	29-Apr	08:00-14:00	**NEBOSH International General Certificate in Occupational Health and Safety (IGC)**	Sun-Thur	60
25-May	26-May	08:00-14:00	**Process Safety Awareness**	Tue-Wed	12
27-Jun	29-Jun	08:00-14:00	**Renewable Energy**	Sun-Tue	18
4-Jul	8-Jul	08:00-14:00	**Engineering Leadership**	Sun-Thur	30
22-Aug	26-Aug	08:00-14:00	**Instrumentation Skills**	Sun-Thur	30
13-Sep	13-Sep	08:00-15:00	**NEBOSH HSE Certificate in Manual Handling Risk Assessment**	Tue	7

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
17-Oct	19-Oct	08:00-14:00	**AI for Industrial Applications**	Sun-Tue	**18**
23-Nov	23-Nov	08:00-15:00	**NEBOSH HSE Introduction to Incident Investigation**	Tue	**7**
12-Dec	16-Dec	08:00-15:00	**NEBOSH Environmental Management Certificate**	Sun-Thur	**35**

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

03 / GENERAL STUDIES

CPE's Language & Communication Skills portfolio supports learners across academic, professional, and everyday communication needs. The General English program offers four progressive levels for learners building overall English proficiency, while Business English develops workplace-specific communication across three levels, from professional emails to negotiations and presentations. Arabic introduces non-native speakers to the foundations of reading, writing, and conversing in Arabic, alongside an introduction to Arab culture and etiquette. For learners with academic and test-preparation goals, Academic IELTS Prep and Math Prep build the specific skills and strategies needed to succeed in standardized testing and pre-calculus coursework. The portfolio also includes targeted professional skills such as Report Writing, which develops workplace reporting structures and visuals, and AI for Professional Research, a forward-looking course that equips researchers to use AI ethically and effectively throughout the research process. Together, these courses build the language proficiency, academic readiness, and communication skills needed to succeed across personal, academic, and professional contexts.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
17-Jan	7-Mar	08:00-10:30	**General English**	Sun-Thur	**90**
17-Jan	7-Mar	08:00-10:30	**Business English**	Sun-Thur	**90**
1-Feb	2-Feb	08:00-14:00	**Advanced Copy Editing**	Mon-Tue	**12**
21-Mar	9-May	08:00-10:30	**General English**	Sun-Thu	**90**
21-Mar	9-May	08:00-10:30	**Business English**	Sun-Thu	**90**
5-Apr	28-Apr	16:00-19:00	**Academic IELTS Prep**	Mon&Wed	**24**
2-May	5-May	08:00-14:00	**Report Writing**	Sun-Wed	**24**
6-Jun	9-Jun	08:00-14:00	**Electronic Correspondence**	Sun-Tue	**24**
4-Jul	6-Jul	08:00-14:00	**English for Customer Service**	Sun-Tue	**18**
30-Aug	29-Sep	16:00-19:00	**Basic Arabic Language**	Mon & Wed	**30**

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
19-Sep	7-Nov	08:00-10:30	**General English**	Sun-Thu	**90**
19-Sep	7-Nov	08:00-10:30	**Business English**	Sun-Thu	**90**
3-Oct	26-Oct	16:00-19:00	**Math Prep**	Sun, Tue & Wed	**33**
1-Nov	1-Dec	16:00-19:00	**Beginner French**	Mon & Wed	**30**
12-Dec	14-Dec	08:00-14:00	**AI for Professional Research**	Sun-Tue	**18**

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

04 / HEALTH AND WELLNESS

CPE's Health and Wellness portfolio equips healthcare practitioners and professionals with the clinical knowledge, life-saving skills, and safety competencies essential to modern healthcare environments. At its core is a suite of American Heart Association (AHA) life support certifications — Heartsaver First Aid CPR AED, HeartCode BLS, Advanced Cardiac Life Support (ACLS), and Pediatric Advanced Life Support (PALS) — providing internationally recognized, hands-on training in emergency cardiovascular care for providers across pre-hospital and in-hospital settings. Complementing these clinical certifications, Medical Terminology builds foundational language skills for interpreting and using terminology within healthcare settings, while Infection Control and Hospital Safety address the standard precautions and hazard management practices essential to safe clinical environments. For practitioners engaged in research and evidence-based practice, Basics of Healthcare Research introduces the methodologies and analytical tools used across the healthcare sector. Rounding out the portfolio, Digital Wellbeing & Cognitive Load Management offers practical strategies for managing focus and digital habits in demanding academic and professional settings. Together, these courses combine rigorous clinical training with practical, real-world application to support safer, more effective healthcare delivery.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
26-Jan	26-Jan	08:00-15:00	**Heartsaver First Aid CPR AED**	Tue	7
2-Feb	2-Feb	08:00-11:00	**Medical Terminology**	Tue	3
30-Mar	30-Mar	08:00-12:00	**Heartcode Basic Life Support (BLS)**	Tue	4
13-Apr	13-Apr	08:00-16:00	**Heartcode Advanced Cardiovascular Life Support (ACLS)**	Tue	8
4-May	4-May	08:00-16:00	**Heartcode Pediatric Advanced Life Support (PALS)**	Tue	8
27-Jun	4-Jul	08:00-14:00	**Hospital Safety**	Sun-Sun	36
1-Jul	1-Jul	08:00-15:00	**Heartsaver First Aid CPR AED**	Thu	7
24-Aug	24-Aug	08:00-14:00	**Digital Wellbeing & Cognitive Load Management**	Tue	6

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
7-Sep	7-Sep	08:00-12:00	**Heartcode Basic Life Support (BLS)**	Tue	4
5-Oct	5-Oct	08:00-15:00	**Heartcode Advanced Cardiovascular Life Support (ACLS)**	Tue	8
2-Nov	2-Nov	08:00-14:00	**Basics of Healthcare Research**	Tue	6
14-Dec	14-Dec	08:00-11:00	**Infection Control**	Tue	3

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

05 / INFORMATION TECHNOLOGY

From foundational office productivity to artificial intelligence and emerging technologies, CPE's Information Technology training portfolio is designed to meet professionals wherever they are on their digital skills journey. Courses range from practical, hands-on essentials — Microsoft Word, Excel, and PowerPoint at both basic and advanced levels — to in-demand technical disciplines including Python programming, data science, machine learning, big data management, and cybersecurity. For professionals navigating the rapid evolution of AI in the workplace, specialized courses in Applied Prompt Engineering and AI & Modern Architectures provide practical, responsible approaches to working with generative AI and designing intelligent systems. Rounding out the portfolio, Microsoft Power BI and Internet of Things (IoT) courses equip participants with the tools to turn data and connected devices into real business insight. Whether building core digital literacy or developing specialized technical expertise, each course combines theoretical grounding with hands-on practice to ensure participants leave ready to apply what they've learned.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
24-Jan	24-Jan	08:00-14:00	**AI & Modern Architectures**	Sun	6
01-Feb	03-Feb	08:00-14:00	**Applied Prompt Engineering for Professionals**	Mon-Wed	18
30-Mar	30-Apr	08:00-14:00	**MS Word Basic**	Tue	6
31-Mar	1-Apr	08:00-14:00	**MS Word Advanced**	Wed-Thu	12
18-Apr	20-Apr	08:00-14:00	**Microsoft Power BI End User**	Sun-Tue	18
9-May	11-May	08:00-14:00	**Machine Learning and Predictive Analysis**	Sun-Tue	18
27-Jun	29-Jun	08:00-14:00	**Big Data Management**	Sun-Tue	18
4-Jul	4-Jul	08:00-14:00	**MS Excel Basic**	Sun-Tue	6
6-Jul	7-Jul	08:00-14:00	**MS Excel Advanced**	Mon-Tue	12
22-Aug	22-Aug	08:00-14:00	**MS Powerpoint Basic**	Sun	6
23-Aug	24-Aug	08:00-14:00	**MS Powerpoint Advanced**	Mon-Tue	12

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
10-Sep	20-Sep	08:00-14:00	**Intro to Programming in Python**	Sun-Mon	12
17-Oct	19-Oct	08:00-14:00	**Intro to Data Science and AI**	Sun-Tue	18
14-Nov	16-Nov	08:00-14:00	**Intro to Cybersecurity**	Sun-Tue	18
12-Dec	13-Dec	08:00-14:00	**Internet of Things**	Sun-Mon	12

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

06 / PROFESSIONAL SKILLS

CPE's Professional Skills portfolio develops the interpersonal, communication, and management capabilities that drive effective performance at every level of an organization. Foundational courses such as Professional Communication Skills, Teamwork and Collaboration, and Assertiveness Skills build the core competencies needed for confident, effective workplace interactions, while Customer Service Excellence and Personal Brand help participants strengthen their professional presence and impact. For those stepping into supervisory and leadership roles, Supervisory Skills, Leaders' Cultural Intelligence, and Leading Multicultural Teams provide the tools to manage diverse teams and navigate cross-cultural dynamics, while Root Cause Analysis and Decision Making and Advanced Negotiation Skills sharpen critical thinking and influence in high-stakes situations. The portfolio also addresses essential workplace processes, with Conflict Management, Managing Effective Meetings, Meeting Agendas and Minutes, and Presentation Skills equipping participants to communicate clearly, lead productive discussions, and deliver impactful presentations. Through interactive exercises, role-play, and real-world case studies, these courses build the practical skills professionals need to lead, collaborate, and communicate with confidence.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
31-Jan	2-Feb	08:00-14:00	**Communication Skills**	Sun-Tue	18
4-Feb	4-Feb	08:00-14:00	**Teamwork and Collaboration**	Thur	6
28-Mar	31-Mar	08:00-14:00	**Supervisory Skills**	Sun-Wed	24
4-Apr	4-Apr	08:00-14:00	**Personal Brand**	Sun	6
28-Apr	29-Apr	08:00-14:00	**Customer Service Excellence**	Wed-Thur	12
30-May	1-Jun	08:00-14:00	**Assertiveness Skills**	Sun-Tue	18
27-Jun	29-Jun	08:00-14:00	**Root Cause Analysis and Decision Making**	Sun-Tue	18
4-Jul	5-Jul	08:00-14:00	**Leaders' Cultural Intelligence**	Sun-Mon	12
25-Aug	26-Aug	08:00-14:00	**Conflict Mgt in the Workplace**	Wed-Thur	12
12-Sep	14-Sep	08:00-14:00	**Managing Effective Meetings**	Sun-Tue	18

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
3-Oct	5-Oct	08:00-14:00	**Presentation Skills**	Sun-Tue	18
7-Nov	8-Nov	08:00-14:00	**Meeting Agenda and Minutes**	Sun-Mon	12
14-Nov	15-Nov	08:00-14:00	**Leading Multicultural Teams**	Sun-Mon	12
5-Dec	6-Dec	08:00-14:00	**Advanced Negotiation Skills**	Sun-Mon	12

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

07 / COURSES IN ARABIC

CPE offers a distinguished selection of training courses delivered in Arabic, designed to strengthen leadership, managerial, and communication skills among trainees across various professional fields.

These courses cover a diverse range of topics, including communication skills and teamwork, supervisory skills, personal branding, customer service excellence, assertiveness skills, and root cause analysis and decision-making. They also address leadership and cultural intelligence, conflict management in the workplace, effective meeting management, presentation skills, meeting agendas and minutes, as well as leading multicultural teams and advanced negotiation skills.

These courses run throughout the year, giving participants the opportunity to develop their practical capabilities through training content that combines theoretical knowledge with real-world application.

2027 COURSE SCHEDULE

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
31-Jan	2-Feb	08:00-14:00	**Professional Communication Skills**	Sun-Tue	18
4-Feb	4-Feb	08:00-14:00	**Teamwork and Collaboration**	Thur	6
28-Mar	31-Mar	08:00-14:00	**Supervisory Skills**	Sun-Wed	24
4-Apr	4-Apr	08:00-14:00	**Personal Brand**	Sun	6
28-Apr	29-Apr	08:00-14:00	**Customer Service Excellence**	Wed-Thur	12
30-May	1-Jun	08:00-14:00	**Assertiveness Skills**	Sun-Tue	18
27-Jun	29-Jun	08:00-14:00	**Root Cause Analysis and Decision Making**	Sun-Tue	18
4-Jul	5-Jul	08:00-14:00	**Leaders' Cultural Intelligence**	Sun-Mon	12
25-Aug	26-Aug	08:00-14:00	**Conflict Management in the Workplace**	Wed-Thur	12
12-Sep	14-Sep	08:00-14:00	**Managing Effective Meetings**	Sun-Tue	18
3-Oct	5-Oct	08:00-14:00	**Presentation Skills**	Sun-Tue	18
7-Nov	8-Nov	08:00-14:00	**Meeting Agenda and Minutes**	Sun-Mon	12

START DATE	END DATE	TIME	COURSE	SCHEDULE	TOTAL HOURS
14-Nov	15-Nov	08:00-14:00	**Leading Multicultural Teams**	Sun-Mon	**12**
5-Dec	6-Dec	08:00-14:00	**Advanced Negotiation Skills**	Sun-Mon	**12**

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*

08 / COMPLIMENTARY WEBINARS

To support lifelong learning and community engagement, CPE is pleased to offer a series of complimentary one-hour webinars addressing today's most relevant professional, technological, and personal development topics. Led by expert faculty and industry practitioners, these interactive sessions provide practical insights into emerging technologies, workplace trends, career development, health and well-being, financial literacy, education, and industrial safety. Whether you are a student, working professional, educator, or lifelong learner, these webinars are designed to equip you with valuable knowledge and practical skills that can be applied immediately in both your personal and professional life.

2027 COURSE SCHEDULE

DATE	SCHEDULE	TIME	WEBINAR TOPIC	LANGUAGE
01-Feb	Mon	10:00-11:00	**How Artificial Intelligence is Transforming Every Industry**	English
05-Apr	Mon	10:00-11:00	**The Internet of Things (IoT): Connected Technologies in Everyday Life**	Arabic
03-May	Mon	10:00-11:00	**Building a Personal Brand on LinkedIn**	English
07-Jun	Mon	10:00-11:00	**Healthy Living: Small Habits that Make a Big Difference**	Arabic
06-Sep	Mon	10:00-11:00	**Financial Literacy for Young Professionals**	English
04-Oct	Mon	10:00-11:00	**Teaching in the Age of AI**	Arabic
01-Nov	Mon	10:00-11:00	**Process Safety: Preventing Major Industrial Incidents**	English
06-Dec	Mon	10:00-11:00	**The Future of Work: Skills for 2030**	Arabic

**Course date and time are subject to change. Please refer to our website for the most up to date schedule.*