



Scandinavian College
For Smart Learning

Think different!



**EUROPEAN
YEAR OF
SKILLS**

Courses/ Workshops Guide 2024/2025



Scandinavian College for Smart Learning

Your gateway to a brighter future



At the Scandinavian College for Smart Education, we offer professional education and training under Scandinavian supervision from Denmark through a carefully considered package of specializations required by the labor market with the most skilled lecturers from university professors and experts who also hold international accreditations in face-to-face and distance training, under the two sections of short courses and accredited vocational diploma programs.

Index

Why choose the Scandinavian College of Smart Education for both face-to-face and distance learning or training?	P4
What does training and development mean to organizations or individuals?	P5
What is the difference between academic education and training or vocational education?	P6
Why virtual training?	P6
Fees and certificates	P8
Short courses/workshops 2024/2025	P9
Contact information	P11

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Why choose the Scandinavian College of Smart Education for both face-to-face and distance learning or training?

The Scandinavian countries enjoy one of the best global experiences in education and training, as the Scandinavian approach to learning and teaching differs from other countries, starting from the early stages of education to higher education, which has made the Scandinavian countries at the top of the global list in many categories classified in areas including education, scientific research and relatively low unemployment rates.

The Scandinavian College of Smart Education enjoys a partnership with the European Commission's Vocational Training Program by the European Union, in addition to cooperation with a Jordanian university accredited by the Ministry of Higher Education and Scientific Research in Jordan.

We have collected for you the essence of our experiences in the field of face-to-face and distance learning and training, and we strive with all seriousness to be a landmark in the CVs of trainees and their key to a better professional future that serves their institutions and countries.

Quality is the uncompromising standard in our work, and to encourage institutions to consider quality a top priority, we provide accreditation to interested institutions upon meeting a set of characteristics that ensure the institution's distinction, performance, and progress in the field in which it operates, thus contributing to the development and prosperity of business communities.

What does training and development mean for organizations/individuals?

Training courses are not merely important for organizations; they are vital. The government of the United States of America, for example, has allocated \$70 billion annually to spend on training in the workplace.

The presence of many currently relevant courses enhances the skills of the operational staff in various roles. This is an asset to any institution. The courses offered revolve around governance, future foresight and artificial intelligence and human development, including training for leaders, the art of management, sales and customer service training, and optimizing the efficiency and productivity of staff.

What is the benefit of training and development courses?

The benefit lies in improving job performance and thus increasing the productivity of an institution. Employees who receive the necessary training are better equipped to excel in their role. There is a higher need for renewed creativity in the workplace, which reflects positively on the performance and production of the institution. This will put your institution at an advantage among the competition. Training also provides a creative and supportive environment for innovation in the field of production, raising quality standards and addressing areas of improvement.

Also, training in different areas of Human Development adds to the reputation of the institution within the industry. It is a great tool to enhance the current workforce and attract new employees who seek to develop their skills.

What is the difference between academic education and professional/vocational education?

Professional or Vocational certificates differ from academic certificates in that they focus on the practical skills required for a job. They are as useful for people who are employed as for people who are unemployed, as they are considered as a combination of experience and training. These skills are also transferable and not tied to one career path.

Academic studies focus on theoretical aspects and scientific research. Academic certificates are a good choice for those who wish to work in the academia, universities and research.

Why virtual training?

The method of distance learning or training has been adopted by major universities and prestigious international educational institutions for its many advantages, such as: saving resources such as time and money and eliminating the commute.

In addition, Distance learning or training is ideal for professionals as it increases access to education without negatively impacting any commitments such as jobs or studies, etc.

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Overview of Fees and Certification for Short Training Courses/Workshops

At the Scandinavian College for Smart Learning, we offer a wide range of short courses and specialized training programs tailored to meet the specific needs of your organization or clients. These programs are designed based on your requirements, including training budgets, organizational activities, and objectives. Courses are delivered by certified trainers in Arabic or English, with additional language options available, such as French and German.

Please refer to the attached list of available courses and workshops. If the desired program or course is not listed, we would be happy to work with you to create a customized course that meets the highest standards.

The suggested number of hours for each course is typically provided but can be adjusted according to the specific needs of our clients or relevant authorities. We offer both distance learning and in-person (face-to-face) training. Course fees are determined based on factors such as course location and the number of trainees.

Certification Options

Certificates can be issued to trainees with one of the following options:

- 1.Scandinavian College for Smart Learning Certificate** – Accredited by CARE Scandinavia, an organization registered in the United Nations database.
- 2.Jordanian University Certificate** – Issued by a recognized Jordanian university, accredited by the Jordanian Ministry of Higher Education and Scientific Research, in cooperation with the Scandinavian College for Smart Learning.
- 3.UAE Partner Accreditation** – Coordination with our partners in the United Arab Emirates to issue certificates accredited by the relevant authorities in the country.

For further details, or to inquire about a course, please don't hesitate to contact us.

Please note that the number of hours is the typical suggestion and can be changed according to the requirements and standards of our clients or by the relevant authorities.

Serial no.	Course/ Workshop	Minimum No. of hours
1	Professional English for Business and Business Correspondence	12
2	Media Tools for Media Departments in the Government Sector	12
3	Distinguished Public Relations in the Government Sector	12
4	Excellence in Public Relations and Customer Service Management	12
5	Effective Spokesperson Skills	12
6	Diplomatic Correspondence	12
7	Content Creation Skills	12
8	Managing Social Media Pages and the Secrets of Excellence	12
9	Email Marketing Like a Pro	12

10	Website Design and Development for Beginners	12
11	Artificial Intelligence Applications within Organizations	12
12	Business Intelligence Technology (1)	12
13	Administration & Digital Marketing	12
14	Administration of Media Institutions	12
15	Cyber Security (1)	12
16	Cyber Security (1)	12
17	Cyber Security (1)	12

Continues the next page...

18	Training of trainers TOT	24
19	Institutional Excellence Through the Scandinavian Model of Quality	12
20	Women's Leadership Skills	12
21	Digital Entrepreneurship - Methods and Tools	12
22	Superior Management Leadership Skills	12
23	Leading Change and Organizational Development	12
24	Creativity and Innovation Management in Government Work	12
25	Keys and Secrets of Performance Indicators and their Governance	12
26	Infographic Using PowerPoint	12
27	Time and Work Stress Management	12
28	Emotional Intelligence in the Work Environment	12
29	Influence Skills and Social Intelligence	12
30	Recent Trends of Innovation in Self-Motivation	12
31	Advanced Skills in Professional Excellence	12
32	Adaptation Skills to Virtual WoCconditions	12
33	Post-Coronavirus Teamwork Strategies	12

34	Crises Management	12
35	Advanced Governance and Risk Management	12
36	Modern Methods of Ecological Balance and Green Transformation	12
37	Efficient Management of Human Resources	12
38	Corporate Governance According to Standards of Excellence	12
39	Preparing Strategic Plans and Creativity in Competitive Environments	12
40	Government Accelerators and the Industry of the Future	12
41	Management Planning and Goal Setting	12
42	Strategic Thinking Tools and Skills and Future Foresight	12
43	Strategic and Operational Planning	12
44	Quality Control in Government Institutions	12
45	Development Based on Measuring Success and Feedback	12
46	Modern Teaching Methods and Curricula	12
47	Teaching by Playing	12

Contact information



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With best regards,

Scandinavian College for Smart Learning

Copenhagen, Denmark

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