

The logo for Maxima Training & Consulting features the word "Maxima" in a large, elegant, black script font. Below it, the words "Training & Consulting" are written in a smaller, black, sans-serif font. The entire logo is centered within a large, circular, yellow-to-orange gradient background that has a subtle, concentric ring pattern.

Maxima[™]
Training & Consulting

LIFE SKILLS COURSES

“MAXIMISING YOUR SUCCESS AND HAPPINESS IS OUR BUSINESS”

“WE COACH BECAUSE WE CARE”

1.
ACHIEVERS ATTITUDES

THE MAJOR ATTITUDES THAT WILL HELP YOU TO ACHIEVE MAXIMUM SUCCESS IN EVERY ASPECT OF YOUR LIFE

2.
MAXIMUM CAREER SUCCESS

THE MAJOR PRINCIPLES TO ACHIEVE MAXIMUM CAREER SUCCESS

3.
**SUCCESSFUL
ORGANIZATIONAL MANAGEMENT**

THE MAJOR PRINCIPLES TO BUILD AND MANAGE A SUCCESSFUL ORGANIZATION

NQF LEVEL 3 CREDITS 9

Notional Hours Matrix = 90

4.
SUCCESSFUL TIME MANAGEMENT

THE MAJOR PRINCIPLES TO MANAGE AND SPEND YOUR TIME MAXIMUM PROFITABLY

NQF LEVEL 5 CREDITS 4

Notional Hours Matrix = 40

5.
SUCCESSFUL SELLING

HOW TO BECOME A MAXIMUM SUCCESSFUL SALES CONSULTANT

6.
SUCCESSFUL MOTIVATIONAL MANAGEMENT

HOW TO BECOME AND REMAIN HIGHLY MOTIVATED AT WORK

7.
EXCELLENT CUSTOMER SERVICE MANAGEMENT
HOW TO GET YOURSELF AND YOUR TEAM TO PROVIDE AN EXCELLENT CUSTOMER SERVICE

8.
SUCCESSFUL STRESS MANAGEMENT
HOW TO MANAGE YOUR STRESS SUCCESSFULLY
NQF LEVEL 5 CREDITS 5
Notional Hours Matrix = 50

9.
SUCCESSFUL CONFLICT MANAGEMENT
HOW TO MANAGE AND RESOLVE CONFLICT SUCCESSFULLY
NQF LEVEL 5 CREDITS 8
Notional Hours Matrix = 80

10.
SUCCESSFUL MISSION ACTION PLANNING
- MAP -
HOW TO PLAN ANY MISSION OR PROJECT SUCCESSFULLY

11.
SUCCESSFUL PROBLEM SOLVING
HOW TO TACKLE AND RESOLVE PROBLEMS SUCCESSFULLY
NQF LEVEL 4 CREDITS 4
Notional Hours Matrix = 40

12.
SUCCESSFUL PUBLIC SPEAKING
HOW TO DELIVER A SPEECH OR PRESENTATION SUCCESSFULLY

13.
SUCCESSFUL COMMUNICATION
HOW TO COMMUNICATE VERBALLY WITH MAXIMUM SUCCESS

14.
SUCCESSFUL PERSONAL FINANCIAL MANAGEMENT
THE MAJOR PRINCIPLES TO MANAGE YOUR MONEY IN A RESPONSIBLE AND PROFITABLE MANNER
NQF LEVEL 1 CREDITS 5
Notional Hours Matrix = 50
(Full Approval – HW Seta)

15.
SUCCESSFUL MENTORING
HOW TO MENTOR PEOPLE WITH MAXIMUM SUCCESS

16.
SUCCESSFUL DELEGATION
HOW TO DELEGATE WITH MAXIMUM SUCCESS

17.
SUCCESSFUL LEADERSHIP
THE MAJOR PRINCIPLES TO LEAD OTHERS WITH MAXIMUM SUCCESS

18.
MASTERING ASSERTIVENESS
HOW TO BECOME ASSERTIVE IN A BENEFICIAL MANNER

19.
MASTERING GOAL SETTING
HOW TO IMPLEMENT AND UPHOLD THE PRINCIPLE OF GOAL SETTING
NQF LEVEL 5 CREDITS 4
Notional Hours Matrix = 40

20.
SUCCESSFUL HAPPINESS MANAGEMENT
HOW TO PREVENT AND OVERCOME DEPRESSION AND BE MUCH HAPPIER IN LIFE

21.
SUCCESSFUL TRAUMA MANAGEMENT
HOW TO MANAGE AND OVERCOME A TRAUMATIC EXPERIENCE SUCCESSFULLY

22.
SUCCESSFUL DECISION MAKING
HOW TO MAKE THE MOST BENEFICIAL DECISIONS IN LIFE

23.
SUCCESSFUL ETHICS MANAGEMENT
HOW TO UPHOLD AN ETHICAL CODE OF CONDUCT

24.
SUCCESSFUL RELATIONAL SKILLS
THE MAJOR PRINCIPLES TO INTERACT BENEFICIALLY WITH OTHER PEOPLE

25.
SUCCESSFUL NEGOTIATING
HOW TO NEGOTIATE SUCCESSFULLY

26.
GREAT SELF IMAGE
HOW TO DEVELOP A GREAT SELF IMAGE

27.

SUCCESSFUL TEAM MEETINGS

THE MAJOR PRINCIPLES TO ORGANIZE AND FACILITATE SUCCESSFUL TEAM MEETINGS

28.

SUCCESSFUL CHANGE MANAGEMENT

THE MAJOR PRINCIPLES TO MANAGE CHANGE IN ANY ORGANIZATION AND TEAM WITH MAXIMUM SUCCESS

29.

OVERCOMING FEARS

HOW TO OVERCOME ANY PERSONAL FEAR OR PHOBIA

30.

SUCCESSFUL WELLNESS MANAGEMENT

THE MAJOR PRINCIPLES TO PREVENT SICKNESS AND EXPERIENCE MAXIMUM HEALTH AND VITALITY

NQF LEVEL 1 CREDITS 4

Notional Hours Matrix = 40

31.

SUCCESSFUL MARRIAGE

THE MAJOR PRINCIPLES TO ACHIEVE MAXIMUM MARITAL SUCCESS AND HAPPINESS

32.

SUCCESSFUL PARENTING

THE MAJOR PRINCIPLES TO ACHIEVE MAXIMUM PARENTAL SUCCESS

33.

SUCCESSFUL DATING

THE MAJOR PRINCIPLES TO ACHIEVE AND EXPERIENCE MAXIMUM DATING SUCCESS AND HAPPINESS

34.
SUCCESSFUL STUDENT

THE MAJOR PRINCIPLES TO BE A MAXIMUM SUCCESSFUL STUDENT

35.
SUCCESSFUL LIFE FOUNDATIONS (SLF)
For Teens

THE 30 MOST ESSENTIAL FUNDAMENTAL SUCCESS ENHANCING AND ENSURING PRINCIPLES FOR LIFE

36.
DISCOVER YOUR LIFE PURPOSE

HOW TO DISCOVER YOUR TRUE CALLING AND MISSION IN LIFE

37.
SUCCESSFUL SUPERVISORS

THE MAJOR PRINCIPLES AND SKILLS TO BECOME A MAXIMUM SUCCESSFUL SUPERVISOR