

Training Plan Schedule				
Employee Name:	Raihan Mansor		Function:	Operation
LMS Username:	Raihan_Mansor		Department:	Talent Management
Email:	raihan.mansor@gotransparent.com		Unit:	Asia
Title:	Translator			
Total Hours Enrolled:	22		% of Completion	
Schedule				
Course Title	Level	Duration	Audit Date	Complition Status (Pass/No Pass)
Business Communication - Fundamentals of Business Writing - Revised	Beginner	3	31-Dec	NA
Business Etiquette and Professionalism	Beginner	3	31-Dec	NA
Microsoft Excel 2010 - Revised 2017	Beginner	10	31-Dec	NA
Time Management Mastery Course - Enhanced Productivity	Beginner	2	31-Dec	NA
Decision making & Problem solving Crash Course	Intermediate	1	31-Dec	NA
Thinking Critically	Intermediate	3	31-Dec	NA