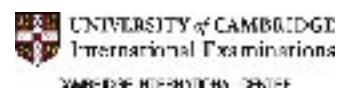


[your human capital development partner]

Optimizo | ACADEMY



[About Optimiza]

Optimiza, a publicly listed company with a paid up capital of US \$35 million (ASE:CEBC), is a regional technology solutions and business consulting services company that supports its clients' pursuit of operational excellence and profitability. The Optimiza signature – delivering reliable solutions – is based on a creative, intelligent approach to the integration of technologies and business processes that meet unique client requirements.

The Optimiza network offers its diverse project skills and best practices expertise across the region, while ensuring required local support and services for sustaining successful implementations. The management team, leaders from relevant industry backgrounds, work closely with Optimiza professionals to offer clients in-depth insight and practical real-world solutions that meet client expectations.


Twenty-six years of experience, hundreds of projects delivered and an intellectual capital that spans multiple industry sectors, enables Optimiza's 350-member team to integrate and deliver innovative consulting and technology solutions with a commitment to excellence and client satisfaction.

[Optimiza Academy]

Optimiza Academy is the human capital development (HCD) and training arm at Optimiza. One of Optimiza's main services, the Academy offers comprehensive learning solutions designed according to a company's needs on behalf of leading vendors, management certification bodies and software companies. Its training and human capital development packages are tailored from a wide range of programs that are guaranteed to meet the ambitions of any team's personal and professional advancement.

The Academy is presently acknowledged as one of the region's largest certified network training centers offering the following:

- Total training solutions
- Integration of strategic objectives into training processes
- Assistance to organizations in developing and implementing their own continuous training
- HCD training increasing the measured performance of individuals
- Training anywhere in the region, including full support on training logistics



[Phases of the ADDIE model are designed to allow for repetition of processes to incorporate lessons learned from the evaluation phase into the next 'training' level or project. Every successive level will lead to improvement in delivery of organizational benefits.]

ADDIE MODEL

[Training methodology]

Optimiza Academy training methodology is based on the ADDIE model, which offers dynamic, flexible guidelines for every organization to incorporate lessons learned and enhance organizational benefits and efficiency.

The Addie Model:

- Determines excellent human performance criteria
- Determines strengths and weaknesses of team in terms of knowledge, skills and attitude
- Sets learning objectives, assessment instruments, exercises, content, subject matter analysis, lesson-planning and media selection
- Develops session plans, trainer and learner guides, as well as trainer and participant resources
- Transfers training, coaching and other learning methods to the workplace
- Determines people who successfully achieved training objectives and assesses the remaining gap

[Over 50 world class trainers]

With more than 50 world class, certified trainers and practitioners, organizations can rely on Optimiza Academy to successfully deliver customized, objective-oriented training with internationally recognized certification in three major fields: Management skills training and consulting, IT and desktop applications training and consulting, and e-Learning solutions.

Within its three training fields, the Academy offers combinations of any of the following:

- Management and leadership
- Human resources
- Project management
- Financial management
- Customer care
- Business soft skills
- Selling skills
- IT & DTA
- E-learning solutions

[Optimiza Academy Program List]

Management Skills Training & Consulting provides the following services & programs with training needs assessment solutions:

- Optimize Your Team program (OYT)
- Optimize Your Managers program (OYM)
- Optimize Your Sales & Customer Service Teams program (OYSCST)
- Optimize Your Newly-Hired Team program (OYNHT)
- Certified Manager program (CM) - Institute of Certified Professional Managers - ICPM
- Project Management programs - Project Management Institute - PMI
- Help Desk Institute - HDI Training & Certification programs
- 'Business Edge' Management Training program - International Finance Corporation - IFC
- Optimiza Start Your Professional Career program (OSYPC)
- Optimiza Mystery Shopping program (OMS)
- Financial Risk Manager Certification program - GARP's FRM
- Private & public enrolment courses and workshops

IT & Desktop Application Training & Consulting provides the following programs with training needs assessment solutions:

- Microsoft Technology (.Net, SQL, Exchange, ISA, etc.)
- Cisco Technology
- Oracle (DBA & Development)
- ITIL
- CompTIA (A+, Network+, Security+, etc.)
- Microsoft Office Applications (Excel, PowerPoint, Word, Outlook, Access, etc.) basic, intermediate and advanced courses such as Excel VBA and Access VBA
- ICDL & Cambridge
- Private & public enrolment courses and workshops

E-Learning Solutions offer 'Business English as a Second Language E-Learning' solution (GlobalEnglish).

This course is based on a Learning Management System (LMS) which focuses on improving English language fluency for a business environment. 700 hours of comprehensive English instruction includes pronunciation listening, vocabulary, reading and grammar, with an emphasis on listening and speaking. Realistic business scenarios are included covering a variety of topics, such as negotiations, giving presentations, phone conversations, finance, marketing, travel, business culture and more.

Amman Office | Jordan
T + 962 6 515 7193
F + 962 6 515 7194
academy@optimizasolutions.com

www.optimizasolutions.com

optimiza
| **ACADEMY**