

| Management & Leadership |
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| Analytical and Critical Thinking Skills Anger Management Basic Counseling Skills Business Negotiation Skills Change Management Change Management - Inspired by Who Moved My Cheese Coaching and Counseling Skills Conflict Management & Creative Thinking Skills Conflict Management and Resolution Counseling and Motivation Skills Creative Problem Solving & Decision Making Skills Creative Thinking & Decision Analysis Creative Thinking Skills Creative Thinking Skills and Problem Solving Crisis & Time Management Enhancement skills Developing Effective Managerial Skills Effective Leadership and Interpersonal Skills Effective Supervisory Skills Effective Time Management Skills Effectively Setting and Managing KPIs Emotional Intelligence (EQ) @ Work Grooming and Business Etiquette (with/without make up) Handling Difficult Employees Innovative and Creativity Thinking Skills Leadership Skills Millennium Manager Mind Set Transformation for Peak Performance Negotiation Skills Office and Time Management People Management Skills for Managers Personal Effectiveness Personal Impact - The Essence of Leadership Stress Management |
| Sales & Marketing |
| Event Management Selling Skills Customer Account Management Developing Effective Marketing Plan Professional Telemarketing Skills |
| Finance |
| Balanced Scorecard & Monitoring Performance Effective Budgetary Control Using Rolling Forecast Finance for Non Finance |
| Human Resource |
| DiSC Profiling MBTI Profiling Competency Based Interview for Managers Developing & Writing KPI Effective Interview Selection Techniques Effective Performance Appraisal and Evaluation Leadership and Human Relation Skills |
| Training |
| Conducting Effective TNA Monitoring & Measuring Training Effectiveness Train the Trainer |
| Project Management |
| Advanced Project Management Basic Project Management Managing Multiple Projects, Priorities, Decision Making & Problem Solving |

| Lean Six Sigma, Kaizen and ISO |
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| Introduction to Office Kaizen Introduction to Six Sigma ISO 14001-2004 EMS Awareness Program ISO 9001:2000 Awareness Program ISO 9001-2000 Quality Management System Awareness ISO 9001-2008 Internal Quality Audit Lean Six Sigma Yellow Belt Lean Six Sigma Green Belt Lean Six Sigma Black Belt Poka Yoke for Manufacturing |
| Team Building |
| Team-building: Avatar Experience Team-building: Integration to Progression Team-building: T.E.A.M Towards Excellence Team Building — Bond to Win Team-Building for High Performance |

- All Training can be customized based on your training objectives and needs.
- Please feel free to contact us for the training that is not in the list, we have many more customized training in TED.
- All programs are HRDF claimable.

List of Clients

| | | |
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| Agro Bank | Axiata Group Berhad | Alam Sekitar Malaysia Sdn. Bhd. |
| Bank Islam | Bank Muamalat Malaysia Berhad | Camfil (Malaysia) Sdn. Bhd |
| Cimb Bank | Coscon (M) Sdn. Bhd | Cybersecurity Malaysia Sdn Bhd |
| Felda Global Ventures Holdings Berhad | Fujitsu (Malaysia) Sdn. Bhd | Fuji Xerox Asia Pacific Pte. Ltd |
| Gd Express Sdn. Bhd. | Hatten Group | Indah Water Konsortium Sdn. Bhd. |
| Institut Lathan DbkI | Jabatan Perkhidmatan Awam | Kelana Jaya Medical Centre |
| Lembaga Tabung Haji | Maxis Berhad | Mct Berhad |
| Mmc Corporation Berhad | Merchantrade Asia Sdn. Bhd. | Mitsui & Co. (Asia Pacific) Pte. Ltd. |
| Malaysian Petroleum Resources Corporation | Micat Box Office Sdn. Bhd. | Malaysian Green Technology Corporation |
| Pantai Premier Pathology Sdn. Bhd. | Pejabat Setiausaha Kerajaan Negeri Sembilan | Petronas Chemicals Group Berhad |
| Petronas Dagangan Berhad | Petroliam Gas Berhad | Petronas Carigali Sdn. Bhd. |
| Petroliam Nasional Berhad (Hse) | Petronas Lng Sdn. Bhd. | Petronas Ict Sdn. Bhd. |
| Petronas Holdings Berhad | Petco Labuan Trading Sdn Bhd | Putrajaya Hospital |
| Pusat Perubatan Universiti Kebangsaan Malaysia | Rhb Bank | Seadrill Offshore Malaysia Sdn. Bhd. |
| South African High Commission | Sepang International Circuit Sdn. Bhd. | Sharp-Roxy Sales & Service Company (M) Sdn. Bhd. |
| Sme Bank | Tenaga Nasional Berhad | Telekom Malaysia Berhad |
| Tokio Marine Life Insurance Malaysia Berhad | Tresenergy Sdn. Bhd. | Vivaki (Malaysia) Sdn. Bhd. |
| | Watson'S Personal Care Stores Sdn. Bhd. | |



TED INTEGRATED TRAINING LIST

Soft Skills & IT Training

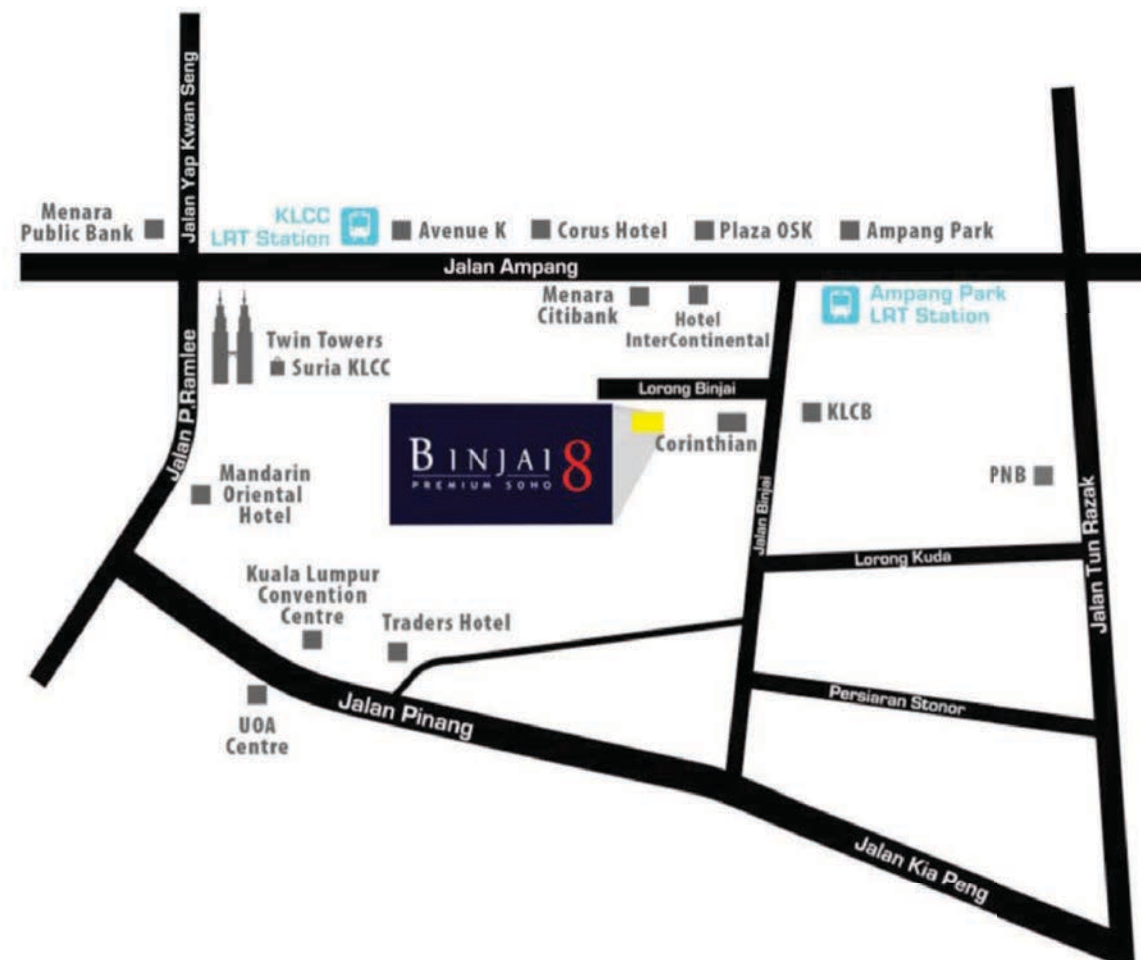


Ted Integrated Sdn Bhd (1061986-P) 36-5, Binjai 8 Premium SOHO, No.2 Lorong Binjai, 50450 KL
 Tel : 0327421828 / 0323867788 | Fax: 03-23867711 / 0327421829 | <http://www.ted.com.my>

Company Profile

TED **INTEGRATED** Sdn Bhd (known as *Training, Education and Development*), a registered training solutions company was founded by three (3) experienced, passionate and dedicated professionals involved in the training industry in 2010. Their combined experience in the training industry totaled 35 years. TED is a registered HRDF or PSMB and MOF Company.

Our office strategically located at Binjai 8, Lorong Binjai. Kuala Lumpur. Our core business is delivering in-house and public program for IT and Soft skills in association with qualified trainers to deliver programs with quality & meeting clients' needs and expectations



What Program We Offer

We provide soft skills and IT Program for public and in house program. Below are programs:

IT TRAINING

Microsoft Application

Ms Word Beginner/Intermediate and Advance 2003/2007/2010/2013
 Ms Excel Beginner/Intermediate and Advance 2003/2007/2010/2013
 Ms Outlook Beginner/Intermediate and Advance 2003/2007/2010/2013
 Ms Power Point Beginner/Intermediate and Advance 2003/2007/2010/2013
 Ms Access Beginner/Intermediate and Advance 2003/2007/2010/2013
 Ms SQL Server 2014
 Ms Share Point 2010/2013
 Ms Exchange Server 2010/2013
 Ms Visual Studio 2010/2012/2013
 MS Window 7
 Ms Window 8
 MS Project
 Effective Time Management with Outlook (1 day)

Customized Excel Program

Functions and Formulas in Excel
 Maximizing Pivot Table in Excel
 Dashboard and Interactive Reports
 Macro VBA for non-programmers
 Power Pivot 2010/2013 (Fundamental)
 Financial Modeling & Analysis in Excel
 High Impact Power Point Presentation
 Tips and Tricks in Excel, Power Point and Word
 Advance Charting

Other IT Technical Course

Autodesk
 Autodesk AutoCAD 2015 Beginner/Intermediate and Advance
 Adobe Creative CS5 and CS6
 Adobe Flash 8
 Adobe Dreamweaver 8
 Adobe Fireworks 8
 Adobe Edge

Linux
 Linux System Administration Up and Running
 CompTIA Linux+
 Technical Support on Linux
 Linux Professional Institute LPIC-1

Networking & PC Maintenance
 Networking Fundamental
 LAN Troubleshooting and Disaster Planning
 Advanced PC Configuration, Troubleshooting and Data Recovery
 PC Maintenance & Troubleshooting 2014
 Technical Software Installation, Configuration, Maintenance & Cracking

Security
 Cyber Security Foundations
 Cyber Security Training for IT Administrators
 Cyber Security Awareness Training for Non-IT Staff
 Cyber Security – Attack & Counter Measures
 Ethical Hacking for Beginner
 Hacking & Pen Test for IT Administrator
 Hacking with Kali 2.0 Linux
 IT Security Practitioner
 Network Security Fundamentals
 Network Security
 Security Solution Training
 Wireless Network Hacking
 Advance PC Maintenance & Security Solutions – 2016 edition

Server

Configuring and Managing Window Server 2012 R2 & Exchange server 2013
 Administering Window Server 2012 R2
 Installing & Configuring Window Server 2012 R2
 Window Server 2012 R2 Deployment & Managing Workshop
 Managing, Configuring & Troubleshooting window Server 2012 R2
 Configuring and Administering Hyper-V in Windows Server 2012 R2

Virtualization

Private Cloud & Virtualization Boot Camp - 4 days
 Server & Network Deployment, Administration & Troubleshooting with Virtualization Technology
 Virtualization Technologies
 VMware vSphere 5.5

Window 8.1

Configuring window 8.1
 Managing & Maintaining 8.1
 Supporting Window 8.1

Window 10

Installing and configuring window 10
 Supporting & Troubleshooting window 10

Programming

Web Application in JAVA
 SAP Programming

Database

SQL Database

SOFTSKILLS TRAINING

Communication & Presentation

Business Communication Skills
 Business Writing Skills
 Effective Communication using MBTI/NLP
 Effective Public Speaking * PDL
 Interpersonal Skills
 Presentation Skills

Foreign Languages

Bahasa Malaysia
 Chinese Language (Mandarin/Cantonese)
 English Program
 German Language
 Japanese Language

Administration Skills

Clerical & Officers Development Programme
 Effective Document Filing & Storage
 Grooming and Business Etiquette (with/without make up)
 Managing & Supporting Bosses
 The Art of Taking Minutes of Meeting
 The Positive working attitude

Customer Service

Customer Service (front liner, call center)
 Handling Difficult Customers
 Managing Customer Complaints
 Professional Phone Etiquette

