

ADAM FIDLER ACADEMY

PROGRAMME DATES: Feb – July 2022



Adam Fidler Academy

7-8 Feb	EA Diploma / Level 4 Commercial Awareness	Manchester
14-15 Feb	EA Diploma / Level 4 Office Management	Online
17-18 Feb	The Strategic Executive Assistant	London
23 Feb	Hays PA/EA Salary Guide – with Adam Fidler	Online
28 Feb-1 Mar	EA Diploma / Exec Presence and Partnering	Manchester
7-8 Mar	EA Diploma / Level 3 Business Writing	Manchester
14-15 Mar	EA Diploma / Level 3 Managing Workload	Online
17-18 Mar	EA Diploma / Level 4 Management Skills	Manchester
28-29 Mar	The Strategic Executive Assistant	Manchester
30-31 Mar	EA Diploma / Level 4 Management Skills	Online
30-31 Mar	Level 5 Diploma / Entrepreneurship	Manchester
4 Apr	EA Diploma / Level 3 Project Management	Manchester
25-26 Apr	EA Diploma / Level 4 Office Management	Manchester
28-29 Apr	EA Diploma / Level 3 Finance	Manchester
3-4 May	The Strategic Executive Assistant	Manchester
5-6 May	EA Diploma / Level 3 Managing Workload	Manchester
9-10 May	EA Diploma / Level 3 Finance	Online
12-13 May	EA Diploma / Level 4 Commercial Awareness	Manchester
18-19 May	EA Diploma / Level 3 Business Writing	Manchester
23-24 May	EA Diploma / Exec Presence and Partnering	Manchester
26-27 May	Level 5 Diploma / Entrepreneurship	Manchester
13-14 Jun	EA Diploma / Level 4 Management Skills	Manchester
16-17 Jun	The Strategic Executive Assistant	London
27-28 Jun	EA Diploma / Level 3/4 Role of Exec Assist	Manchester
30 Jun-1 Jul	Level 5 Business Support Manager – NEW!	Manchester
11-12 Jul	EA Diploma / Level 3 Human Resources	Manchester
14-15 Jul	Level 5 Diploma	Manchester
18 Jul	EA Diploma / Level 3 Project Management	Manchester
21-22 Jul	EA Diploma / Level 4 Office Management	Manchester

The programmes and dates shown in **blue type** are dates when students can start the EA Diploma, Level 3 EA Level 4 EA or Level 5 qualifications. For details re student attendance dates for these courses, please enquire for more information. For course outlines and to book – see **www.adamfidler.academy** or email: **adam@adamfidler.academy**. Dates beyond summer 2022 are yet to be announced.

(Updated: 7 February 2022)