

Course		Days	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
All Roles		Harcourts and You	½	24		14		25	16		15	14		16	
Sales	New	Law & Documents	1	30		20	28		5		25		9		4
		Getting Started the Harcourts Way	4	31 - 3		21-24		2-5	6-9		28-31		10-13		5-8
		Graduate Day	1	18		16		11			14		5	30	
	Experienced	Agents of Change	½	24		14		25	16		15	14		16	
		Sales Workshops	½	25		8	20 x 2	24	21	19	18	27		1	
		Shared Knowledge Panels	½												
	New & Exp.	Technology Workshops	½		8	15	27	17	13	18	30	12	26	14	11
Property Management	New	Property Management Programme	2		21-22			9-10			8-9			28-29	
		Graduate Day	1												
	Experienced	Property Managers of Change	½			14		25	16		15	14		16	
		Property Management Advanced	½			2			15			21			5
		BDM Club	½	19			27			6			12		
	New & Exp.	Technology Workshops (incl in H1)	½		8	15	27	17	13	18	30	12	26	14	11
Administration		Office Administration Programme	1		14			18				20		9	
		Personal Assistants Workshops	½												
		Buyers Assistants Workshops	½												
Leadership		Leaders of Change	½												
		Leadership Programme Workshops	½ - 1		16	9			20			15	4	28	
		Bus Owner Retreat	1½							20-21					
		Bus Owner Meeting	½										4		
		Bus Owners Christmas event	½												1
		Auction Workshops	½		23							21			
Specialist		Walk a Mile (Foundation /event)	½									1			
		Top Performers Event	½						22						
		Top 50 Sales Event			15				14						
		Recruitment Event (Career Information)	-		28		11	23		4		12		14	
		Quarterly and Annual Awards	-		9			13			10		19		