



# Professional Skills Development Scheduled Classes and Feedback

## Professional Skills Development Scheduled Classes 2017

Course Code	Class Code	Course Title	Tutors	Days	Course Dates	Event Location
N808	<a href="#">N808a17EU</a>	Essential Communication and Business Skills	Simon Hallam	5	26- 30 June 2017	London, U.K.
N815	<a href="#">N815a17EU</a>	Empowering Coaching Skills	Andy Beech	2	21- 21 June 2017	London, U.K.
N823	<a href="#">N823a17EU</a>	Beyond PowerPoint: Advanced Presentation Skills	Sarah Farmer	2	26-27 September 2017	London, U.K.
N827	<a href="#">N827a17EU</a>	Leading and Developing High Performing Teams in the Oil and Gas Industry	Louise Hemming	3	12-14 September 2017	London, U.K.
N833	<a href="#">N833a17EU</a>	Managing Technical Projects: People, Principles and Practices	Rob Maguire	2	31 October- 1 November 2017	London, U.K.

To make a booking enquiry, please contact **Morag Ashfield** on [bookingsEU@nautilusworld.com](mailto:bookingsEU@nautilusworld.com)

### I. Scheduled Courses - available to all E&P Professionals

#### **N808: Essential Communication and Business Skills**

‘I don't recall another course where such a high proportion of the content was directly applicable to my situation! It made (and helped) me view my behavioural style from a new and more positive perspective’  
*Geoscientist, 14 years' experience*

‘I'm not usually one for 'soft skills' courses but this was excellent. Largely this was down to Simon, making potentially dull subjects interesting & challenging.’  
*Geoscience Technician, 12 years' experience*

#### **N813: Inspiring Leadership Skills**

‘I was very ignorant about this subject never having had any training before, and being a geologist. So, the information and skills I have been given now are invaluable and much needed. It is a course which should be taken by all - and not necessarily leaders. It fundamentally provides the structure plus methods and process for the whole organisation’  
*WOS Team Lead (Geologist), 17 years' experience*

‘Enjoyed the teaching and facilitation of Sarah. She kept energy high and learning fun, was adaptable to add additional tools and info when relevant. It made me really consider the style I currently use with my different team members plus how this was inappropriate at times. I could gain time back by helping my team become more effective.’  
*Process Eng. Technology Authority, 15 years' experience*

### **N815: Empowering Coaching Skills**

'Andy is the best instructor I ever experienced in years and this is one of the very impactful courses I have ever attended. I don't feel like going home tonight!! Thank you Andy and the team!!'

*Senior Reservoir Engineer, 15 years' experience*

'Coaching is a little different than I thought. I can do it and I really enjoy it... it's thought-provoking and perspective changing.

*Technical Manager, 25 years' experience*

### **N823: Beyond PowerPoint: Advanced Presentation Skills**

'Strong content. Great model and very accessible.'

*Analyst, 10 years' experience*

'To know the techniques needed beyond the props of PowerPoint, the course was excellent.'

*Project Controls Engineer, 5 years' experience*

### **N829: Report Writing and Presentation Skills for Geoscientists and Engineers**

"Very good course and recommended for everyone. Great course, every technical and even non-technical staff should do this course. This will help everyone have a common understanding on how to view documents and presentations."

*Junior Geoscientist, 1 years' experience*

"Very useful course. The exercises clarified the concepts taught. The instructor delivered the course in a lucid manner. Very knowledgeable.'

*Petroleum Engineer, 5 years' experience*

### **N845: Creative Problem Solving for Technical Professionals**

'The course is very useful for both technical and non-technical professionals within my company and I will certainly advise them to sign up for it.'

*Graduate Geologist, 3 years' experience*

'Excellent. A lot more packed into 2 days than I imagined... It's the creative thinking discussed on this course which can drive organisations forward'

*Senior Geoscientist Technician, 10 years' experience*

### **N846: Knowledge Management**

""KM" used to be my job title. This course was a very, very useful refresh. I am leaving re-energised. Very enjoyable and valuable course.'

*Senior Geophysicist*

## 2. In House Tailored Courses

### Communication, Team Work & Conflict Management

'This course exceeded my expectations. I have done personality profiling 3 x previously and this is the first time that the exercise has really worked for me. Absolutely would recommend, in fact, I think those of my colleagues who did not attend will be at a disadvantage from those who did - in terms of 1. better communications skills, 2. understanding the foundations of a high performing team and 3. coping with conflict.'

*Senior Development Geologist, 17 years' experience*

'I was volunteered for this training course by my head of department and initially did not know what to expect. I have done some soft skills leadership courses in the past and was pleasantly surprised that I got a lot out of this course that I can use going forward.'

*Senior Development Geologist, 21 years' experience*

'...It was fun and easily accessible. Andy and Sarah bring the subject to life and were happy to discuss issues in more detail if required.'

*Senior Development Geologist, 21 years' experience*

'This course massively exceeded my expectations, as well as learning a lot about myself and my colleagues I also had a lot of fun. Really useful skills for everyone.'

*Senior Exploration Geologist, 10 years' experience*

### Young Professionals Training - Communication Skills

'Excellent training session. Probably the most engaging trainer I've ever come across. Loved every bit of it.'

*Supply Chain Co-ordinator, 3.5 years' experience*

### Advanced Communication Skills

'Course delivered in clear, plain English style. Engaged a highly sceptical audience and turned them around :-). Lots of content, tips, exercises kept us active and engaged. Many thanks.'

*E&A Advisor, 28 years' experience*

## 3. In House Course Testimonials

*"I attended the Communication, Team Work and Conflict Management course in March 2016. I was very impressed with the content and format adopted by Sarah and Andy for the course delivery to the participants. It provided me the opportunity to see through a mirror what my behavioural preference type was whilst appreciating the preference of others. This later focused on how I can use this in building an effective team. The tools on how to manage and resolve conflicts were provided. Overall the course provided the opportunity on how to interact effectively at the work place and the domestic front!"*

**G Otaru, Lead Petroleum Engineer**

*"I was asked to attend the Nautilus Communication Skills training as part of my on-going personal development within ENGIE. At first I didn't see why I was being asked to attend this course as I have never considered that I have a problem communicating with others. However, the training course opened my eyes, making me more self-aware of my own communication behavioural style and to that of others. We were taught how easy it was to better communicate with other by slightly modifying your behaviour to get a much more engaged and higher level of communication. Those of us from ENGIE that attended the Communication Skills training were so impressed with the results, that a further in-house course was organised. The result of this has helped meetings and conversations to be far more productive than before, making the project teams for more efficient."*

**D Offer, Senior Development Geologist**