**LIFE SKILL TRAINING PROGRAM FOR STUDENT OF HANOI NATIONAL UNIVERSITY OF EDUCATION**

***Time:*** Thursday from 6 pm to 8.30 pm

 Sunday from 8.30 am to 11 am

**Number of students**: 25

**Venus:** Room 602, D2 Building, Hanoi National University of Education

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|  | **Time** | **Topic** | **Trainer** |
|  | **2016** |  |  |
|  | 1/12 (Thu) | **Opening ceremony**Defining personal values  | Lương Quang Hưng (1) |
|  | 4/12 (Sun) | Understanding temperaments | Truong Hao Quang (1) |
|  | 8/12 (Thu) | Managing emotion | Huynh Lan Phuong (1) |
|  | 11/12 (Sun) | Managing personal conflicts | Nguyễn Thị Y Duyên (1) |
|  | 15/12 (Thu) | Being assertive | Ngo Thi Loan |
|  | 18/12 (Sun) | Being confident | Trần Thu Hằng (1) |
|  | 22/12 (Thu) | Managing failure  | Nguyen Thi Lan Anh (1) |
|  | 25/12 (Sun) | Listening skills  | Nguyen Thanh An (1) |
|  | 29/12 (Thu) | Giving and receiving feedback  | Hà Thị Tuyết Nhung (1) |
|  | **OFF** |  **1/1/2017: New year**  |  |
|  | 5/1 (Thu) | Making work plans | Luong Quang Hung (2) |
|  | 8/1 (Sun) | Reproductive health | Nguyễn Thị Y Duyên (2) |
|  | 12/1 (Thu) | Love and marriage | Nguyen Thi Lan Anh (2) |
|  | 15/1 (Sun) | Managing stress | Huỳnh Lan Phương (2) |
|  | 19/1 (Thu) | Navigation skills (GPS, reading maps) | Nguyễn Xuân Duy (1) |
|  | **OFF** | **Tet holiday from 22/1 to 5/2** |  |
|  | 9/2 (Thu) | Working in teams  | Nguyen Thanh An (2) |
|  | 12/2 (Sun) | Planning a meeting | Nguyễn Thị Y Duyên (3) |
|  | 16/2 (Thu) | Facilitating a meeting | Hà Thị Tuyết Nhung (2) |
|  | 19/2 (Sun) | Gender equity in family | Trần Thu Hằng (2) |
|  | 23/2 (Thu) | Planning a small project | Ngô Thu Hằng (1) |
|  | 26/2 (Sun) | Making decisions | Nguyen Thi Lan Anh (3) |
|  | 2/3 (Thu) | Solving problems | Trần Thu Hằng (3) |
|  | 5/3 (Sun) | Writing a short report | Ngô Thu Hằng (2) |
|  | 9/3 (Thu) | Writing a simple proposal | Nguyen Thanh An (3) |
|  | 12/3 (Sun) | Presentation skills (1) | Đỗ Thị Bích Thuỷ (1) |
|  | 16/3 (Thu) | Presentation skills (2) | Đỗ Thị Bích Thuỷ (2) |
|  | 19/3 (Sun) | Negotiation skills | Nguyen Thanh An (4) |
|  | 23/3 (Thu) | Academic writing | Nguyễn Thu Lệ Hằng (1) |
|  | 26/3 (Sun) | Academic writing | Nguyễn Thu Lệ Hằng (2) |
|  | 30/3 (Thu) | Conducting a research | Truong Hao Quang (2) |
|  | 2/4 (Sun) | Conducting a research | Truong Hao Quang (3) |
|  | 6/4 (Thu) | Project cycle management | Vũ Xuân Hiếu (1) |
|  | 9/4 (Sun) | Project cycle management | Vũ Xuân Hiếu (2) |
|  | 13/4 (Thu) | Job hunting, CV | Bùi Phương Anh (1) |
|  | 16/4 (Sun) | Managing files in your laptop | Trần Thu Hằng (4) |
|  | 20/4 (Thu) | Job application, interview | Bùi Phương Anh (2) |
|  | 23/4 (Sun) | Using power points | Truong Hao Quang (4) |
|  | 27/4 (Thu) | Managing time and set priority | Huỳnh Lan Phương (3) |
|  | **OFF** | **Liberation Day 30/4** |  |
|  | 4/5 (Thu) | Contemparary development issues | Nguyễn Xuân Duy (2) |
|  | 7/5 (Sun) | Contemparary development issues | Nguyễn Xuân Duy (3) |
|  | 11/5 (Thu) | Training skills | Lê Thị Kim Dung (2) |
|  | 14/5 (Sun) | Training skills | Lê Thị Kim Dung (3) |
|  | 18/5 (Thu) | Working with children | Hà Thị Tuyết Nhung (3) |
|  | 21/5 (Sun) | Appreciation | Phạm Kim Ngọc |
|  | 25/5 (Thu) | Working in international organisations | Nguyễn Xuân Duy (4) |
|  | **28/5 (Sun)** | **Closing ceremony** |  |