



Stress Management & Wellbeing at Work: Practical Workshop

Administration, Communication & Customer Service

QGT-ADM-151 | Practical workshop | 5 or 10 days | Online, classroom, in-house

Course overview

Stress Management & Wellbeing at Work: Practical Workshop is a hands-on workshop built around exercises and real site problems in Stress Management & Wellbeing at Work. It covers the principles, the requirements of international service and communication best practice, and the practical methods used on site, with case studies from operations in the Gulf, Africa and worldwide. Available online, in the classroom in 60 cities, or in-house.

What participants will be able to do

- Explain the principles, terminology and scope of Stress Management & Wellbeing at Work
- Apply the relevant requirements of international service and communication best practice
- Use practical tools, checklists and calculations with confidence
- Recognise common problems, risks and root causes and choose the right corrective action
- Prepare an improvement plan for their own site or organisation

Who should attend

Designed for administrative staff, executive assistants, marketing, sales and customer-facing teams who want practice rather than theory.

Course outline (5 days)

Day 1: Workshop briefing and baseline

Participants bring a real problem from their own site

Day 2: Guided practice 1

Hands-on exercises using templates, checklists and calculators

Day 3: Guided practice 2

Simulations and role-play based on Stress Management & Wellbeing at Work scenarios

Day 4: Field cases from the Gulf and Africa

Analysing what went wrong and what worked

Day 5: Action plan and peer review

Each participant leaves with a reviewed improvement plan

What the 10-day edition adds

Day 6: Applied project, part 1 – Apply the week-one methods to a case from your organisation

Day 7: Data and digital tools – Software, spreadsheets and digital tools used in practice

Day 8: Lessons from incidents and audits – What investigations and audit findings teach

Day 9: Applied project, part 2 – Complete, test and refine your solution

Day 10: Presentations and final assessment – Present to the group and complete the final assessment

Fees (USD per participant)

Duration	Live online	Classroom	In-house
5 days	\$3,000	\$5,500	On quote
10 days	\$5,500	\$9,900	On quote

Fees include course material and certificate of completion; classroom fees include refreshments and lunch. In-house training is priced per group.

Dates and cities 2027–2030

Dates	City	Format	Duration	Fee
15–19 Feb 2027	Rome	Classroom	5 days	\$5,500
2–13 Aug 2027	Bangkok	Classroom	10 days	\$9,900
9–13 Aug 2027	Houston	Classroom	5 days	\$5,500
15–26 Aug 2027	Salalah	Classroom	10 days	\$9,900
15–19 Nov 2027	Online (live)	Online (live)	5 days	\$3,000
10–14 Jan 2028	Vienna	Classroom	5 days	\$5,500
24 Jan – 4 Feb 2028	Dublin	Classroom	10 days	\$9,900
20–24 Feb 2028	Muscat	Classroom	5 days	\$5,500
16–27 Apr 2028	Dammam	Classroom	10 days	\$9,900
30 Oct – 3 Nov 2028	Online (live)	Online (live)	5 days	\$3,000
1–5 Apr 2029	Cairo	Classroom	5 days	\$5,500
4–15 Jun 2029	Vienna	Classroom	10 days	\$9,900
6–10 Aug 2029	Paris	Classroom	5 days	\$5,500
7–18 Oct 2029	Amman	Classroom	10 days	\$9,900
5–9 Nov 2029	Online (live)	Online (live)	5 days	\$3,000
28 Jan – 1 Feb 2030	Baku	Classroom	5 days	\$5,500
25 Mar – 5 Apr 2030	Singapore	Classroom	10 days	\$9,900
24–28 Jun 2030	Barcelona	Classroom	5 days	\$5,500
26 Aug – 6 Sep 2030	Copenhagen	Classroom	10 days	\$9,900
16–20 Sep 2030	Online (live)	Online (live)	5 days	\$3,000

How to register

Register online or scan the code

<https://qimmatrainig.com/courses/stress-management-and-wellbeing-at-work-practical-worksheets>

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