

# Training – Made in Germany

Training Providers at a Glance



 **MOVE**<sup>®</sup>

**TRAINING – MADE IN GERMANY**

AN INITIATIVE OF THE



Federal Ministry  
of Education  
and Research



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Training Providers at a Glance

Edition 2005/2006



AN INITIATIVE OF THE



Federal Ministry  
of Education  
and Research

## Imprint

### Publisher

iMOVE at the Federal Institute for Vocational Education and Training (BIBB)  
Robert-Schuman-Platz 3  
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### Editor and Publishing House

BW Bildung und Wissen Verlag und Software GmbH, Nürnberg  
Folker Schrödel, Wolfram Baier, Silke Haas

### Composition

hgs 5, Fürth, Rolf Wolle, Markus Weber

### Translation

TRANS-IT Fachübersetzungen, Erlangen  
Dianne Feldermann

### Layout

kipconcept gmbh, Bonn

### Print

dp Druckpartner Moser, Rheinbach

2nd edition, July 2005

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## Preface

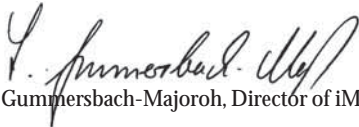
Last year, iMOVE published the 1st edition of “Training Made in Germany - Training Providers at a Glance”. It was the first directory in the English language that presented more than 100 profiles of high-quality German training providers. The great interest of parties worldwide demanded a continuation. Thus, I am happy to present you the 2nd revised and extended edition today.

Our rapidly changing world places new and changing qualification demands on educational systems. In solving these challenges it is crucial to have efficient partners. So why not look to the ones that are internationally acknowledged to make up the first league in this field? Germany is famous for having one of the most efficient vocational training systems in the world. It is based on high standards of quality, an innovative character and the competitive advantage of matching qualification standards to market demands. It uniquely combines theory with practice and market demands, and it fosters the comprehensive problem-solving competence crucial for outperforming in today’s fast changing high-tech world.

With this competence, German training providers are excellent partners in your process of matching qualification standards to market demands. The training providers presented in this directory possess vast experience, state-of-the-art technical equipment and utilize quality management systems. Their instructors are exceptionally trained and make use of modern teaching methods and materials. So, I can only encourage you to make use of this directory and find the training providers who cater to your specific needs.

As an information centre established by the German Federal Ministry of Education and Research, iMOVE aims to match interested foreign parties with competent German training providers. We see ourselves as a mediator and assist you in the search for the right partner. Our motto is: “We want to bring people together”. In addition to this publication, you can find further information on “Training Made in Germany” at our Internet site [www.imove-germany.de](http://www.imove-germany.de). There you will also find further high-quality training providers in a multi-lingual database.

I invite you once again to take advantage of our services and find out for yourself that “Training Made in Germany” is an excellent investment in the future.



Sabine Gummertsbach-Majoroh, Director of iMOVE





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## ABU Akademie für Berufsförderung und Umschulung gGmbH (ABU Academy for Career Development and Re-training)



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### Profile

ABU Akademie für Berufsförderung und Umschulung gGmbH is a Berlin based private vocational training institution with 15 years of experience. It offers high level and demand-driven vocational training in a wide range of management assistance, commercial, service, retail, ICT, craft and technical professions. ABU's staff has a long experience in vocational training projects for foreign clients in Germany and abroad. Own training competence and capacities are expanded by close cooperation links and networks with German and foreign partners.

*Year of foundation:* 1990  
*Employees:* 175  
*Training staff:* 150

### Certification/membership

Certified acc. to LQW 2 – Learner-oriented quality testing in further training; member of the Assoziation Eurodydaktyka (Poland).

### Service offers

- Advice/consulting
- Face-to-face tutorials in foreign countries/Germany

- Human resources/organisation development
- Training/project management
- Telecommunications
- Tourism
- Trade-fair/event technology
- Wholesale trade
- Wood

### Target groups

Initial vocational training and further training, vocational further training of specialists and executives, retraining, small and medium-sized enterprises.

### Main topics

- Agricultural technology
- Automotive engineering
- Business management
- Catering
- Commercial knowledge
- EDP applications (Office, ECDL)
- Event management
- Finance/accounting
- Gardening
- Geriatric and nursing care
- Home economics
- Hotel industry
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Laser technology
- Office organisation
- Operating systems
- Painting/enamelling
- Personal hygiene/cosmetics
- Preservation/protection of historical monuments
- Purchasing
- Real estate
- Retail trade

### International orientation

#### Languages

Chinese, English, French, Russian, Spanish.

#### Target markets

Services are already offered in: China, Lithuania, Poland, Russian Federation.

Services can be offered in all countries in Middle and East Europe, Southeast Asia, Africa/Middle East and in other EU countries.

#### Cooperation partners

##### China

Peking University Resource College, Beijing

##### Poland

Zachodniopomorskie Centrum Edukacyjne, Szczecin

##### Russian Federation

Hotel, Consulting and Development Group, Moscow

ABU coordinates EU educational projects with partners in 16 countries.

## Akademie für Welthandel (afw) (Academy of World Trade Ltd.)

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welthandel.de

### Profile

The Akademie für Welthandel AG (afw) was founded in 1950 at the initiative of the Frankfurt Chamber of Commerce and Industry and the Frankfurt business community to promote foreign trade. In 2004 the afw was converted into a public limited company. The further training courses for specialists and executives in commerce and industry cover the subject areas of trade, office/administration, foreign trade, transport/traffic/logistics, trade-fair/conference/convention management as well as financial and service management. Professional advancement qualifications with an afw diploma or CCI certificate as well as a European orientation are possible. The afw is looking for partners abroad, in order to further develop international training standards in vocational further training and to set up foreign academies.

*Year of foundation:* 1950  
*Employees:* 5  
*Training staff:* Permanent:  
approx. 100  
freelance: approx. 100

### Certification/membership

Member of the Association of Wholesale Trade, Foreign Trade, Publishers and Service Providers in Hessen.

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Teaching/learning aids
- Training/project management

### Target groups

Specialists and executives, companies, training facilities abroad, institutions.

### Main topics

- Business management
- Commercial knowledge
- Databases
- Distribution
- EDP applications (Office, ECDL)
- Event management
- Finance/accounting
- Foreign trade
- Human resources management
- Intercultural communication
- Logistics

- Marketing
- Office organisation
- Public administration
- Purchasing
- Retail trade
- Soft skills
- Traffic system and shipping
- Wholesale and foreign trade

### International orientation

#### Languages

English, French, Italian, Modern Greek, Polish, Russian, Serbo-Croatian, Spanish, Turkish.

#### Target markets

Services are already offered in: China, Finland, Ireland, Kuwait, Poland, Slovakia, Thailand. Services can be offered Europe-wide, in all countries in North America, Middle and South America, Southeast Asia, Middle East and Africa.

#### Cooperation partners

##### Poland

German/Polish Economic Development Society, Berlin and Gorzow Wielkopolski

##### Slovakia

Trade & Management Consulting, Nitra

## Augsburger Gesellschaft für Lehmbau, Bildung und Arbeit in Leipzig e.V. (Saxon vocational training group)



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### Profile

In continuing vocational training for adults, the focus is on the fields of commercial technology, commerce, social and cultural work and medicine as well as on new media. Specialist courses are on offer to company employees and managers; they can opt for further training in, among other things, marketing, sales, human resources management and personnel development.

Vocational training courses for young people are on offer in large numbers and great variety in the individual vocational training centres. A large number of different trades can be studied at private vocational training schools, for example the technical colleges and colleges of commerce, including many in the fields of health and beauty, technology, business, ICT and media design.

*Year of foundation:* 1991  
*Employees:* 235  
*Training staff:* 88

### Certification/membership

Certified acc. to EFQM; member of the National Association of Medium-Sized Enterprises (BVMW), authorised partner of the European Installation Bus Association (EIBA).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Trainees, unemployed, small and medium-sized firms, skilled personnel workers, managers.

### Main topics

- Biology/biotechnology
- Business management
- Catering
- Chemistry
- Commercial knowledge
- Construction
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Environmental engineering
- Finance/accounting
- Food/luxury food production
- Gardening
- Geriatric and nursing care
- Health care
- Home economics
- Hotel industry
- Hygiene
- Information and communication technology (ICT)
- Intercultural communication

- Management
- Mechatronics
- Medical technology
- Metal engineering
- Multimedia
- Network technology
- Nutrition
- Office organisation
- Operating systems
- Painting/enamelling
- Personal hygiene/cosmetics
- Programming
- Retail trade
- Social welfare
- Soft skills
- Tourism
- Wood

### International orientation

#### Languages

Chinese, English, French, Hungarian, Italian, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: Hungary, Poland.  
Services can be offered Europe-wide.

#### Cooperation partners

#### Hungary

Szaraznad nevelési-oktatási központ ovoda általános iskola es szakiskola, Budapest

#### Poland

Solidarnosc, Lodz



AUSSENWIRTSCHAFTS-AKADEMIE

## AWA Außenwirtschafts-Akademie GmbH FTA – Foreign Trade Academy

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### Profile

FTA is one of the largest and most renowned providers of tax, customs and foreign trade seminars in Germany. We have long had an intensive cooperation with the “Westfälische Wilhelms-Universität Münster” as well as with the professors and lecturers from the Finance Department of the “Fachhochschule des Bundes”, Münster. Even more so, we also use lecturers from other institutions such as consultants, customs academies, and main customs offices with a close relationship to the practice. An always extensive choice of subjects, topicality, practical orientation and a pleasant environment, as well as the combination of teaching, research, consultation and practice have significantly contributed to the success of previous courses. The large portion of regular customers and the introduction of quality management, with a well documented and above-average degree of customer satisfaction, confirm the high quality of our courses provided.

*Year of foundation:* 1996  
*Employees:* 13  
*Training staff:* Permanent: 2;  
freelance: 160

### Certification/membership

Certified acc. to the Central Authority for Distance Learning (ZFU), internal QMS (ISO); member of the Forum Distance Learning.

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Import and export industry.

### Main topics

- Business management
- Customs law
- Foreign trade law
- Law/taxation
- Logistics
- Purchasing
- Sales
- Tax law
- Traffic system and shipping

### International orientation

#### Languages

English, French.

#### Target markets

Services are already offered in: Austria, Czech Republic, Hungary, Japan, Switzerland, United States.

Services can be offered in all countries in Middle and East Europe, Southeast Asia and Middle East.

#### Branch offices

##### Austria

AWA Austria, Linz

##### Hungary

AWA Hungaria, Budapest

##### Switzerland

AWA SUISSE GmbH, Baden



## Baltic College Güstrow



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### Profile

Currently there are more than 150 students at Baltic College. According to their ethos as a private University of Applied Sciences, the Baltic College Güstrow offers training programmes whose contents go beyond the state-mandated syllabi. Accommodations in a guesthouse are provided on the campus.

Baltic College currently offers a Bachelor of Business Administration (BBA) and a Bachelor of Arts (BA) – Health Management in Tourism. These studies have an unique selling proposition in Germany.

*Year of foundation:* 2001  
*Employees:* 50  
*Training staff:* 45

#### *Certification/membership*

Certified acc. to FIBAA accreditation for the “Bachelor of Business Administration” course of study.

### Service offers

- Blended learning
- Face-to-face tutorials in Germany
- International recognised course of studies (Bachelor, in perspective: Master)
- Training/project management

#### *Target groups*

University applicants for Management/Business/Economics/Business Management/Health Management/Tourism Management, current or future specialists and executives.

#### *Main topics*

- Administration
- Advertising
- Business management
- Commercial knowledge
- Distribution
- Finance/accounting
- Hotel industry
- Human resources management
- Intercultural communication
- Languages
- Law/taxation
- Management
- Marketing
- Materials management
- Office organisation
- Public relations
- Purchasing
- Quality management

- Sales
- Soft skills
- Tourism

### International orientation

#### *Languages*

English, French, Russian, Spanish.

#### *Target markets*

The Baltic College is currently active in Germany. Our foreign students mostly come from China. Students from all nations can study at our college.

Services can be also offered Europe-wide, in all countries in Southeast Asia, Middle East.

#### *Cooperation partners*

##### **China**

Proway Educon - Shanghai Proway Consulting Co. Ltd

##### **United States**

Pfeiffer University at Charlotte, Academy of International Business Studies



## Bankakademie/HfB

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### Profile

As a partner for training, consulting and research in finance and management, we at the Bankakademie (Bank Academy) and its university HfB support the success of our customers with the best in theory and practice. Our portfolio of offers ranges from Bachelor and Master programmes and further training study programmes to made-to-measure seminars and training courses, up to international consulting services in microfinance. Here we cover the entire value-added chain thanks to our own publishing house and e-learning subsidiary.

*Year of foundation:* 1957  
*Employees:* 230  
*Training staff:* 30 + network  
 of external lecturers

#### Certification/membership

FIBAA accreditation of the study programmes, state recognition of the study programmes, distance learning programmes are recognised by the Central Authority for Distance Learning (ZFU); member of the European Bank Training Network.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Microfinance projects worldwide
- Teaching/learning aids
- Training/project management

#### Target groups

Specialists and executives on all levels (trainees to top executives), financial industry, public administration.

#### Main topics

- Administration
- Banks
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- E-business, e-commerce
- Finance/accounting
- Health care
- Human resources management
- Insurance companies
- Intercultural communication
- Law/taxation
- Management
- Marketing

- Materials management
- Microfinance and micro banking
- Public administration
- Quality management
- Sales

### International orientation

#### Languages

Arabic, Chinese, English, French, Italian, Russian, Spanish.

#### Target markets

Services are already offered in: Chile, China, India, Indonesia, Turkey, United Arab Emirates. Also active in the Balkan states. Services can be offered Europe-wide, in all countries in South America, Southeast Asia, Middle East.

#### Branch offices

##### China

Shanghai International Banking & Finance Institute SIBFI, Shanghai

#### Cooperation partners

##### United Kingdom

European Bank for Reconstruction and Development EBRD, London

##### United States

International Monetary Fund, Washington

## bbw Training Centre of the Employer's Head Organisation in Berlin and Brandenburg

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International Projects  
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### Profile

Within the bbw group, a total of six bbw companies provide personnel services to business people, workers, job seekers and youth at 18 locations in Berlin and Brandenburg. As a modern service provider for all questions of human resources and corporate development, bbw offers a wide range of professional tools and offers, from initial training to the vocational qualification of workers and job seekers up to the individual supervision of company processes. Our European network helps companies to establish local business contacts in Spain, England, France, Italy or Scandinavia. As a founding member of the Deutsch-Polnische Bildungstiftung der Wirtschaft (German/Polish Educational Foundation for Business), for example, bbw provides knowledge and contacts for business cooperation projects.

*Year of foundation:* 1972  
*Employees:* Approx. 450  
*Training staff:* 220

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000; member of the Working Group of Vocational Training Institutes of German Industry (ADBW), European Network of Cultural Administration Training Centres (ENCATC).

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Business people, workers, job seekers, youth.

### Main topics

- CAD/CAE
- Commercial knowledge
- Culture management
- Event management
- Finance/accounting
- Human resources management
- Intercultural communication
- Languages
- Management
- Manufacturing engineering

- Marketing
- Mechatronics
- Metal engineering
- Soft skills

### International orientation

#### Languages

English, French, Italian, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: Belarus, France, Italy, Lithuania, Poland, Russia, Scandinavia, Spain, United Kingdom. Services can be offered Europe-wide.



## BBZ Berufsbildungszentrum Fulda GmbH – Center for Vocational Education and Training

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### Profile

BBZ Fulda GmbH was founded as a non-profit private limited company by the Chamber of Industry and Commerce (IHK) Fulda and the Chamber of Crafts and Trade (HWK) Kassel. BBZ offers tailor-made train-the-trainer-programs (training of instructors) for technical fields in Fulda, Germany as well as locally (max. 16 people per group, duration 4 weeks to 6 months). Further activities: development of curricula, technical support, after-training support, planning and setting up of training centres.

*Year of foundation:* 1973  
*Employees:* 80  
*Training staff:* Permanent: 60;  
freelance: 200

#### Certification/membership

Certified acc. to DIN EN ISO 9000:2001 (CERTQUA); member of the German Welding Society (DVS), Technology Transfer-Network Hesse (TTN), Laser Network, Rationalisation and Innovation Centre of German Industry and Commerce (RKW).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### Target groups

Government, state and private training centers, universities, technical schools, companies of industry and trade.

#### Main topics

- Automation technology
- Automotive engineering
- Business management
- CAM/CIM
- Control engineering
- Databases
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Hydraulics
- Information/communication technology (ICT)
- Internet
- Laser technology
- Management
- Manufacturing engineering

- Measurement/control engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Multimedia
- Network technology
- Operating systems
- Pneumatics
- Production engineering
- Programming
- Quality engineering
- Quality management
- Soft skills
- Welding technology
- Wood

### International orientation

#### Languages

Chinese, English.

#### Target markets

Services are already offered in: China, India, Malaysia. Services can be offered Europe-wide, in all countries in South East Asia and Middle East.

## Bechtle GmbH & Co. KG

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Training Manager  
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volker.woertmann@bechtle.com



### Profile

We focus on the needs of our customers and offer you:

- The complete product and service range of a system vendor all over Germany & Switzerland.
- The economical source of supply for 22,000 brand-name EDP products throughout Europe.

Precisely this strong combination of system vendor and e-commerce, which is unique in Europe, is what makes Bechtle your IT partner for today and tomorrow. To complete the range of services the Bechtle training centres offer you:

- Company trainings – practical and made-to-measure contents, free selection of dates, exactly according to your wishes,
- Open trainings – fixed dates, predefined contents, with a performance guarantee that starts with ONE participant!
- IT organisation service – provision of IT training rooms – throughout Germany!
- Workshops on current topics,
- Intensive individual training,
- Application programming,
- Approximately 20 training centres as well as cooperation partners all over Germany.

*Year of foundation:* 1983  
*Employees:* 3,100 (in total),  
training centres: 20  
*Training staff:* Freelance:  
approx. 1,200

*Certification/membership*  
Certified acc. to DIN EN ISO 9001.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials
- Training/project management

### Target groups

Participants from companies that want to acquire a profound knowledge in a short time, taught in practical way and tailored to their needs.

### Main topics

- CAD/CAE
- Databases
- Engineering drawing
- IT - general
- Network technology
- Office organisation
- Operating systems
- Programming

### International orientation

#### Languages

English, further languages available on request.

#### Target markets

Services are already offered in: Austria, Belgium, France, Italy, Luxemburg, Switzerland. Services can be offered in: Czech Republic, Denmark, Netherlands, Poland.



## BEIGROUP Business Education International

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### Profile

BEIGROUP® GmbH Business Education International is an international training organisation which offers training in the areas of Management, Sales, Service and Personal Growth. The training programmes focus on the skills and techniques that are essential for a successful career but which are usually not part of the curriculum at school, university or other technical training. BEI is building long-term relationships with its customers in order to enhance their results and to support them in their ongoing success.

*Year of foundation:* 1995  
*Employees:* Permanent: 64  
*Training staff:* 41

*Certification/membership*  
Full member of the International Franchise Association (IFA).

### Service offers

– Training of people skills

#### *Target groups*

Small and medium-sized entrepreneurs, franchise systems and distributor networks.

#### *Main topics*

- Management
- Sales
- Service
- Personal growth

### International orientation

#### *Languages*

Dutch, English, French, Italian, Greek, Turkish, Hebrew.

#### *Target markets*

BEITRAINING® currently provides training in 20 countries - Germany, Austria, Switzerland, the Netherlands, Belgium, the United Kingdom, Ireland, Iceland, Sweden, Denmark, Norway, Portugal, Spain, Italy, Malta, Greece, Turkey, Canada, Croatia and Israel.

All seminars are conducted in the local language by local trainers keyed to the local business culture. Thus, BEITRAINING® is able to offer European-wide harmonised training programmes on a high quality level.

### *Branch offices*

#### **Austria**

BEIAUSTRIA®, Vienna

#### **Greece**

BEIHELLAS®, Athens

#### **Switzerland**

BEISWITZERLAND®, Möhlin

BEITRAINING® Basel, Basel

BEITRAINING® Schaffhausen/  
Zürich-Land, Schaffhausen

BEITRAINING® Zürich, Winterthur

#### **United Kingdom**

BEIGROUP® UK, York

BEIUNITED-KINGDOM  
NORTH-WEST®, Manchester

BEIUNITED-KINGDOM  
SOUTH-WEST®, Exeter

BEITRAINING® Portsmouth,  
Portsmouth

### *Cooperation partners*

#### **Italy**

BEI Italy, Stefano Filasto

#### **Turkey**

BEI Istanbul, Istanbul

## Berufliche Fortbildungszentren der Bayerischen Wirtschaft (bfz) gGmbH



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### Profile

Bfz is one of the largest private and non-profit training institutions in Germany. With our head office in Munich, 27 regional training centres and about 180 branch offices we offer a wide range of training and qualification courses, always in close proximity to our clients.

High quality standards, flexible approach and tailored offers have always been the guidelines of our work.

With a number of highly specialised companies within our network we offer our services throughout Germany and abroad.

*Year of foundation:* 1983

*Employees:* Approx. 1,800

*Training staff:* Approx. 1,500

### Certification/membership

Certified acc. to DIN EN ISO 9001, CERTQUA; member of the German-Mozambican Society (DMG), Bayern Innovativ GmbH, National Association for Company Further Training (WKR), Association of Bavarian Business (vbw), Multimedia Akademie, Bavarian Academy of Administration Management (BAV).

### Service offers

- Advice/consulting
- Company courses
- Development cooperation
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- International cooperation with institutions in developing countries
- Start-up advice
- Technical schools (Fachschulen)
- Training Research
- Training/project management

### Target groups

Companies and individuals, public and private institutions, unemployed, young people, women, disabled and disadvantaged, executives and middle management, specialists of all branches and others.

### Main topics

- Agriculture
- CAD/CAE
- Clothing, fashion, textiles
- Economics
- EDP applications (Office, ECDL)
- Electrical engineering/electronics

- Environmental engineering
- Forestry, wood
- German as a foreign language, other languages
- Health care, medicine
- Institution building, organisational development at international level with employers' associations
- Intercultural communication
- International team building
- IT - general
- Management
- Metal
- Modern administration management
- Public administration

### International orientation

#### Languages

Czech, English, French, Portuguese, Spanish.

#### Target markets

Services are already offered in: Austria, Brazil, Czech Republic, Lithuania, Mexico, Mozambique. Services can be offered worldwide.

#### Branch offices

##### Austria

Berufliche Fortbildungszentren (bfz) gemeinnützige GmbH

##### Czech Republic

bfz Czech Republik



**BERUFSAKADEMIE MANNHEIM**

university of cooperative education | staatliche studienakademie

## Berufsakademie Mannheim/ Mannheim University of Cooperative Education

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Head International Office  
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### Profile

- Combination of academic course of studies and training at a company.
- 3-year study program in which 3-month study phases alternate with practical phases of the same length.
- Certification equivalent by EU standard to a degree from a University of Applied Science with a 4-year study program.
- Program requires a degree from a college-preparatory school (Abitur).
- Subsequent career opportunities are excellent: In general over 90 percent take on demanding jobs in industry and commerce immediately after studies.

*Year of foundation:* 1974  
*Employees:* 161  
*Training staff:* Permanent: 74;  
freelance: 2,000

#### *Certification/membership*

Accreditation by the Open University of London (OU). As a result, graduates can also obtain a Bachelor of Honours degree from OU along with their diploma.

### Service offers

- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Pupils, students, universities, teachers and administrative employees of government ministries and colleges, training companies.

#### *Main topics*

- Banks
- Electrical engineering/electronics
- Insurance companies
- Internet, new media, multimedia
- IT - general
- Management
- Measurement/control engineering
- Mechanical engineering
- Mechatronics
- Public administration
- Real estate
- Retail trade
- Soft skills
- Transport, logistics, traffic
- Wholesale trade

### International orientation

#### *Languages*

English, French, Italian, Spanish.

#### *Cooperation partners*

Universities in Eastern Europe (Lithuania, Poland and Romania), Northern Europe (Finland and Norway), Southern Europe (Spain), Western Europe (France and the UK) and Northern America (Canada and the USA).



## Berufsakademie Mittelsachsen GmbH



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### Profile

Our work at 7 locations with a total of 10 training facilities comprises:

Retraining and further training courses for jobseekers and people undergoing rehabilitation; vocational preparation courses for youths, extra-company initial training for slow-learning and socially disadvantaged youths, educational complexes in inter-company association training, courses for obtaining secondary-school certificates, intensive language courses for young ethnic-German immigrants; company training courses, in-service training courses for workers; courses for seniors.

*Year of foundation:* 1990

*Employees:* 65

*Training staff:* 50

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000; member of the Association of Saxonian Educational Institutions (VSBI), State-approved private school.

### Service offers

- Blended learning
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Small and medium-sized companies, public administration and authorities, trainees, people undergoing retraining.

### Main topics

- Administration
- Advertising
- Business management
- Catering
- Commercial knowledge
- Databases
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Event management
- Finance/accounting
- Home economics
- Hotel industry
- Human resources management
- Information and communication technology (ICT)
- Internet
- Languages
- Leisure

- Marketing
- Multimedia
- Network technology
- Nutrition
- Office organisation
- Operating systems
- Personal hygiene/cosmetics
- Public administration
- Retail trade
- Sales
- Soft skills
- Tourism

### International orientation

#### Languages

English.

#### Target markets

Services can be offered Europe-wide.

Berufsförderungswerk  
Bau Sachsen e.V.



## Berufsförderungswerk Bau Sachsen e.V.

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Managing Director  
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### Profile

With our training centres in Bautzen, Dresden, Glauchau and Leipzig, we are the number-one complete supplier for construction training in the Free State of Saxony:

- special courses for new technologies and new building materials;
- Bauakademie Sachsen (Construction Academy of Saxony): we carry out executive and management training courses;
- executive training courses for foreign partners in German, English and Russian in their home country or at our location in Saxony;
- modular job training centre – construction;
- Private job service for all construction trades.

*Year of foundation:* 1991  
*Employees:* 138  
*Training staff:* 64

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001:2000; member of the Association of the Saxonian Construction Industry, Association of the Saxonian Construction Trade (SBV).

### Service offers

- Coaching
- Company courses
- Consulting
- Executive courses
- Face-to-face tutorials in foreign countries/Germany
- Training/project management

#### *Target groups*

Executives and middle management; specialists.

#### *Main topics*

- Administration
- Architecture
- Business management
- CAD/CAE
- Commercial knowledge
- Construction
- Human resources management
- Intercultural communication
- Management
- Materials management
- Preservation/protection of historical monuments
- Quality management

### International orientation

#### *Languages*

English, Russian.

#### *Target markets*

Services are already offered in: Czech Republic, Hungary, India, Kazakhstan, Netherlands, Poland, Romania, Russian Federation, Uzbekistan. Services can be offered Europe-wide.

#### *Cooperation partners*

#### **Czech Republic**

Association of Building Entrepreneurs of the Czech Republic, Prague

#### **India**

Government of India

#### **Kazakhstan**

KazGASA – State Academy for Architecture and Construction, Almaty

#### **Poland**

Chamber of Commerce and Industry, Gdansk, Jelenia Góra

#### **Romania**

Chamber of Commerce and Industry, Sibiu

#### **Russian Federation**

Ministry for Regional Development, Moscow, Committee for Education, St. Petersburg

#### **Uzbekistan**

Road Consulting Bureau Company "UZAVTOYUL", Tashkent

## Berufsförderungswerk e.V.



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### Profile

The Berufsförderungswerk (Vocational Training Institute of the Construction Industry Association of Berlin-Brandenburg) operates training centres in the German state of Brandenburg for vocational preparation, inter- and extra-plant initial training, vocational advanced and further training as well as for various other training tasks. They consider themselves a national and international training provider. In the past years, the contribution of considerable funds by the national and state governments has made it possible to construct three new training centres in Frankfurt (Oder), Brandenburg and Cottbus as well as to set up further ones in Wriezen and Friesack. In addition to vocational training in all the trades of building construction, underground construction and interior works, the training centres have the following main competences: special underground and well construction, renovation and monuments preservation, concrete construction and concrete rehabilitation, sustainable (ecological) construction, and wood construction. Upgrading training courses as head workman (Vorarbeiter), foreman (Polier),

master tradesman in industry (Industriemeister), master craftsman (Handwerksmeister) and restorer are just as much a part of the further training services offered as are seminars for German and foreign executives and technical and commercial employees in the construction industry. Training experts and teachers from Europe, Asia and Africa stay here for study visits. Apprentices participate in international youth exchanges every year. There is a close cooperation with universities, trade associations, professional associations and job centres.

*Year of foundation:* 1990  
*Employees:* 357  
*Training staff:* 277

*Certification/membership*  
Certified acc. to DIN EN ISO 9001:2000.

### Service offers

- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Small and medium-sized enterprises, trainees, specialists and executives.

### Main topics

- CAD/CAE
- Construction
- EDP applications (Office, ECDL)
- Engineering drawing
- Gardening
- Home economics
- Multimedia
- Painting/enamelling
- Restoration
- Surveying
- Wood

### International orientation

#### Languages

English, Polish, Russian.

#### Target markets

Services can be offered Europe-wide, especially in Middle and Eastern Europe, in all countries in Africa.



b f e  
Oldenburg

## bfe-Oldenburg – Bundestechnologiezentrum für Elektro- und Informationstechnik e.V.

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### Profile

The bfe-Oldenburg – Bundestechnologiezentrum für Elektro- und Informationstechnik e.V. (bfe-Oldenburg – National Technology Centre for Electrical Engineering and Information Technology) is a competence centre for vocational advancement and further training in the field of electrical engineering and information technology. Founded in 1947, mainly master tradesman from all electrical trades were trained in the first years. Today, the bfe-Oldenburg additionally offers advancement courses as a business administrator (chamber of handicrafts) and, uniquely in Germany, as a "Fachplaner/in für Elektro- und Informationstechnik" (planning specialist for electrical engineering and information technology). Further training courses for all vocational levels, from skilled worker or journeyman to college graduate, are equally a part of the bfe range of offers for further training measures for electrical and IT occupations. In cooperation with the Private Fachhochschule für Wirtschaft und Technik (Private Technical College for Business and Technology - FHWT) Vechta, Diepholz, Oldenburg, the bfe has offered a dual course of studies to become a certified engineer in the

area of electrical engineering with emphases on information technology, power engineering, automation technology and mechatronics since 1999. The students learn an occupation at a trade or industrial enterprise and while simultaneously studying at the bfe-Oldenburg technical college.

*Year of foundation:* 1947  
*Employees:* 85  
*Training staff:* 50

*Certification/membership*  
Certified acc. to DIN EN ISO 9001; member of the General Association of the German Electrical and Information Technology Trade (ZVEH), EIB, LON, competence centre acc. to BIBB/BMBF guideline.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Small and medium-sized enterprises, industry, public administration and authorities, trainees, specialists and executives in the field of electrical engineering and information technology.

### Main topics

- Automation technology
- Commercial knowledge
- Control engineering
- EDP applications (Office, EC DL)
- Electrical engineering
- Information and communication technology (ICT)
- IT-security
- Logistics
- Mechatronics
- Multimedia/internet
- Network technology
- Operating systems
- Renewable energy
- Safety/occupational engineering
- Telecommunications

### International orientation

#### Languages

English.

#### Target markets

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

## Bfz Essen e.V. Vocational Training Centre



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Director  
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### Profile

The Bfz started in 1968 as a "Centre for the Development of Innovative Models" to create new forms and methods in the field of Training and Retraining for unemployed adults and to support the restructuring process in the old economy such as heavy industries and coal mines. Since these years the Bfz has gone through a transition process from a non-profit orientated organisation to an educational enterprise working in competition with other training providers in the free market.

In the past 36 years, the Bfz has trained more than 55,000 people for the German and international labour market and has extensive competencies in the advising, development and implementation of training programs. In addition, it pursues special approaches in promoting the establishment of new businesses and has been decisively involved in the creation of foundation centres TripleZ ([www.triple-z.de](http://www.triple-z.de)) and ComIn ([www.comin.de](http://www.comin.de)). The Bfz includes educational buildings for up to 1,500 participants as well as a hotel with 240 rooms. The Bfz is a non-profit organisation.

*Year of foundation:* 1968  
*Employees:* 100  
*Training staff:* 70

### Service offers

- Coaching
- Consulting
- Project management
- Training

### Target groups

Small and medium-sized enterprises, training institution.

### Main topics

- Automation technology
- Electronics
- Engineering (CAD/CAE)
- Information technology (HW/SW)
- Landscaping
- Manufacturing (CNC/CIM)
- Mechatronics
- Network technology
- Service and administration

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in many countries in Europe, Middle East and Eastern Asia.



## Bildungswerk der Sächsischen Wirtschaft e.V. (bsw)

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Projects  
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masi@bsw-ev.de

### Profile

The public utility profile of the Bildungswerk der Sächsischen Wirtschaft e.V. (Business Training Services of Saxonian Business – bsw) comprises the following divisions:

- Executive and company further training with three academies and three academy centres, and
- further training of specialists/ setting up new businesses with five regional divisions.
- The bsw operates a coordination office for business and socio-political educational work. In the international area, the further training of specialists and executives takes place above all to initiate contacts and cooperation for all areas of business.

*Year of foundation:* 1990

*Employees:* Permanent: 201;  
freelance: approx. 250

#### *Certification/membership*

Certification acc. to DIN EN ISO 9001:2000; member of the National Association for Company Further Training (WKR), EU-Central Consultancy Register-Phare/Tacis DEU-20341, Association of Saxonian Business

(VSW), competence centre com. pas E-business Applications, Saxony.

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Contact and communication
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Marketing and development of group offers for lifelong learning and communication
- Teaching/learning aids
- Training/project management

#### *Target groups*

Specialists and executives from companies, trainees, small and medium-sized enterprises, employers' and business associations, public administrations, authorities and organisations as well as other facilities.

#### *Main topics*

- Agriculture
- E-business, e-commerce
- Education/schooling
- Energy supply industry
- Environmental engineering
- Forestry
- Gardening

- Human resources management
- Intercultural communication
- Internet
- Languages
- Management
- Marketing
- Public administration
- Public relations
- Quality management
- Renewable energy
- Soft skills
- Tourism
- Trade-fair/event technology
- Welding technology

### International orientation

#### *Languages*

Czech, English, Polish, Russian.

#### *Target markets*

Services are already offered in: Belarus, Bulgaria, China, Czech Republic, Estonia, Hungary, Kazakhstan, Latvia, Poland, Romania, Russian Federation, Slovakia, Slovenia, Ukraine, Uzbekistan, Vietnam.

Services can be offered Europe-wide.

#### *Cooperation partners*

#### **Russia**

Moscow Institute of Modern Business, Moscow

Cooperation with employers' associations in new EU countries.

## Bildungswerk Ost-West gGmbH (BOW gGmbH)

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Mr. Reinhard Lange-Köppel  
Managing Director  
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### Profile

We support organisations, companies and individuals who work in the area of projects and education.

With a partner network of approx. 40 German and European training enterprises, the Bildungswerk Ost-West (East-West Educational Institute - BOW) has a wide-ranging set of contacts for implementing EU projects. INTERREG IIIa and IIIc, EQUAL, EFRE, SOKRATES, LEONARDO da VINCI, LINGUA, ERASMUS, ESF, and EU model projects.

*Year of foundation:* 1990  
*Employees:* 40  
*Training staff:* 20

### Certification/membership

Certified acc. to DIN EN ISO 9000:2001; member of the German Association of Medium-Sized Businesses (BVMW), Jelenia Gora Chamber of Commerce (Poland), EUROPE DIRECT Relais, German/Polish Youth Institute.

### Service offers

- Advice/consulting
- Blended learning (in preparation)

- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Human resources/organisation development
- Language courses for occupational groups, preparatory courses, certificate in German (Goethe-Institut), certificate in English (LCCI), certificate in Polish (B1, B2, C2)
- SAP-consulting and training
- Training/project management
- Internet
- Languages
- Locksmithing
- Management
- Marketing
- Mechatronics
- Metal-working industry
- Multimedia
- Network technology
- Office organisation
- Programming
- Quality management
- Renewable energy
- Sales
- Social welfare
- Telecommunications
- Tourism

### Target groups

Small and medium-sized enterprises, public administration and authorities, trainees, specialists and executives, youth.

### Main topics

- Administration
- Automation technology
- Business management
- CAD/CAE
- Cleaning
- Company organisation
- Databases
- Energy supply industry
- Environmental engineering
- Event management
- Finance/accounting
- Human resources management
- Intercultural communication

### International orientation

#### Languages

Czech, English, French, Polish, Russian.

#### Target markets

Services are already offered in: Austria, Czech Republic, Italy, Lithuania, Poland, Portugal, Russian Federation.

Services can be offered Europe-wide, in all countries in Middle East and Eastern Asia.

#### Branch offices

#### Poland

BOW Polska Sp. Z o.o., Zawidow



## Bildungswerk Papier (BIP)

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Fax +49 (0)7224 6401-114  
bip@papierzentrum.org  
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Mr. Rainer Gunkel  
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Training Business Unit  
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### Profile

The Papierzentrum Gernsbach (Gernsbach Paper Centre) is a service-provider in the areas of employee qualification and business consulting for the German and Swiss paper and cellulose industry as well as for the corrugated cardboard industry. The activities focus on the or-

ganisation of technical seminars and workshops. This range of services is supplemented by training courses on the topic of leadership and management.

The Bildungswerk Papier (Paper Educational Institute) is affiliated with the Papierzentrum Gernsbach, a modern and spacious educational establishment in an attractive environment on the northern edge of the Black Forest.

*Year of foundation:* 1978

*Employees:* 14

*Training staff:* 9

#### *Certification/membership*

Member of the National Association for Company Further Training (WKR).

### Service offers

- Advice/consulting
- Company courses
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Technical further training for engineers and skilled workers.

#### *Main topics*

- Business management
- Electrical engineering/electronics
- Human resources management
- Hydraulics
- Maintenance/repair
- Management
- Manufacturing engineering
- Marketing
- Measurement/control engineering
- Metal engineering
- Paper
- Pneumatics
- Quality management
- Sales

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: Austria, Switzerland, Ukraine. Services can be offered in all English-speaking countries.



## Bildungszentren des Baugewerbes e.V. (BZB) (Vocational Training Centres of the Building Trade)


**BZB**

Bökendonk 15-17  
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### Profile

The Vocational Training Centres of the Building Trade are a highly qualified, multifunctional training facility for supplementary vocational training in the construction sector, representing the 48 guilds of the building trades with more than 2500 affiliated construction companies in the administrative region of Düsseldorf.

Further education courses and seminars

- Upgrading courses e.g. foremen,
- Master courses in all occupations of construction,
- Concrete repair,
- Maintenance and rehabilitation,
- Environmental technology, health and safety,
- Constructional fire protection,
- Technical upgrading,
- Management and leadership courses,
- Business management,
- Computerisation.

*Year of foundation:* 1979

*Employees:* 75

*Training staff:* Permanent: 9;  
freelance: 300

### Certification/membership

Certified acc. to DIN EN ISO 9001.

### Service offers

- Company courses
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Small- and medium-sized enterprises, qualified employees, executives.

### Main topics

- Construction

### International orientation

#### Languages

English, French.

#### Target markets

Services are already offered in: Ethiopia, Russia, Ukraine.

Services can be offered throughout Europe, in all countries in Southeast Asia, in Africa, China.



## bit media e-Learning solution Deutschland GmbH

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bitmedia.cc

### Profile

bit media Deutschland GmbH is a joint subsidiary of B.I.T. Schulungszentren, Austria's largest private training provider, and SIEMENS AG. Since 1994, the B.I.T. Group has been producing computer- and web-based training as well as e-learning applications and supervising multimedia learning arrangements as a learning service provider. bit media offers a wide range of innovative products to companies and disseminators in the training field for their specific e-learning solutions in the business areas of standard courses, learning platforms and ASP company-specific solutions.

*Year of foundation:* 2000  
*Employees:* 58  
*Training staff:* 10

#### *Certification/membership*

Member of the E-Learning Business of Northern Germany (vebn).

### Service offers

- Advice/consulting
- Blended learning
- E-learning (CBT/WBT)
- LMS Learning Management Systems

#### *Target groups*

Companies, public authorities and publishing houses.

#### *Main topics*

- Banks
- Business management
- Commercial knowledge
- Databases
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Finance/accounting
- Information and communication technology (ICT)
- Insurance companies
- Internet
- Languages
- Management
- Marketing
- Multimedia
- Network technology
- Programming
- Soft skills

### International orientation

#### *Languages*

English, Italian, Spanish.

#### *Target markets*

Services are already offered in all English-speaking countries, Austria, France, Italy, Netherlands, Switzerland.

Services can be offered Europe-wide.

The range of our learning media and e-learning solutions depends on the language used. We offer the largest range of products as German- or English-language solutions. As a Siemens subsidiary, we can utilise resources of Siemens in the respective target markets.

#### *Branch offices*

##### **Austria**

bit Group, Graz

bit media is cooperation partner of Siemens AG in Germany and Austria.

## Bundesanstalt für Arbeitsschutz und Arbeitsmedizin (Federal Institute for Occupational Safety and Health)



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Mr. Wieland Wettberg  
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### Profile

The Federal Institute for Occupational Safety and Health is directly subordinated to the German Federal Ministry of Economics and Labour, performing advisory, coordination, information, sensitization, research and analysis work in the area of occupational health and safety as well as industrial medicine, including training among things.

*Year of foundation:* 1972  
*Employees:* 580

### Service offers

- Company courses

#### *Target groups*

Players in occupational health and safety.

#### *Main topics*

- Health protection
- Occupational safety

### International orientation

#### *Languages*

English.

#### *Target markets*

Services can be offered Europe-wide.

#### *Cooperation partners*

#### **Austria**

AUVA, Vienna

#### **Switzerland**

SUVA, Luzern



BILDUNGSZENTRUM  
KASSEL GmbH

## BZ Bildungszentrum Kassel GmbH

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### Profile

BZ Bildungszentrum Kassel GmbH (vocational training centre Kassel) is the service centre for basic and further training of the Kassel Chamber of Handicrafts (HWK) and the Kassel Chamber of Commerce and Industry (IHK). The central task of the Bildungszentrum is to support businesses with needs-oriented vocational training. The main focus here is particularly on small and medium-sized enterprises and above all on tradespeople. The range of programmes comprises approx. 200 different courses in the commercial as well as in the trade-related and technical area.

For basic and further training, approx. 10,000 m<sup>2</sup> of workshop space with state-of-the-art.

*Year of foundation:* 2002  
*Employees:* 65  
*Training staff:* 50

### Service offers

- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany

#### *Target groups*

Specialists, especially in the industrial/technical area.

#### *Main topics*

- Administration
- Advertising
- Air conditioning technology
- Automotive engineering
- Business management
- CAD/CAE
- Commercial knowledge
- Company organisation
- Control engineering
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Engineering drawing
- Finance/accounting
- Food/luxury food production
- Heating technology
- Human resources management
- Information and communication technology (ICT)
- Internet
- Logistics
- Marketing

- Materials management
- Measurement
- Mechanical engineering
- Mechatronics
- Metal-working industry
- Multimedia
- Network technology
- Office organisation
- Personal hygiene/cosmetics
- Pneumatics
- Precision engineering
- Programming
- Purchasing
- Quality management
- Renewable energy
- Restoration
- Retail trade
- Sales
- Sanitary technology
- Soft skills
- Time and motion studies/ REFA
- Welding technology
- Wholesale trade
- Wood

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: Philippines, Poland, Russian Federation.

Services can be offered in all countries worldwide.

## Carl Duisberg Centren gGmbH



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### Profile

Carl Duisberg Centren gGmbH (CDC) is one of the leading non-profit service providers in the field of further education and personnel development. CDC has 8 locations nationwide as well as international offices and training centers in Cameroon, China, Indonesia, Iran, Malaysia, Russia, UK and Vietnam. The range of world-wide services comprises professional education and management training, language courses and academic programs – tailor-made for the clients.

*Year of foundation:* 1962  
*Employees:* 181  
*Training staff:* Freelance:  
approx. 1,000

### Certification/membership

Certified acc. to DIN EN ISO 9001.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Small, medium and large enterprises, public sector, trainees, technical and managerial staff, technical engineers.

### Main topics

- Automation technology
- Automotive engineering
- Control engineering
- Electrical engineering/electronics
- Environmental engineering
- Hydraulics
- Intercultural communication
- Languages
- Locksmithing
- Maintenance/repair
- Management
- Materials engineering/testing
- Mechatronics
- Metal engineering
- Metal-working industry
- Plastic
- Pneumatics

- Safety/occupational engineering
- Soft skills
- Textiles
- Time and motion studies/ REFA
- Welding technology
- Wood

### International orientation

#### Languages

Chinese, English, French, Spanish.

#### Target markets

Services are already offered in: Cameroon, China, Gabon, India, Indonesia, Iran, Malaysia, Namibia, Russia, Saudi Arabia, United Arab Emirates, United Kingdom, Vietnam. Services can be offered Europe-wide, in all countries in Southeast Asia, Middle East, Africa.

#### Branch offices

Branch offices in Cameroon (Yaoundé), China (Beijing), Indonesia (Jakarta Selatan), Iran (Tehran), Malaysia (Petaling Jaya), Russian Federation (Moscow), United Kingdom (Sheffield), Vietnam (Ho Chi Minh City).



## Chinesisches Zentrum, Hannover e.V.

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www.ChinesischesZentrum.com

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Chinesisches\_Zentrum@  
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### Profile

The Chinesisches Zentrum, Hannover e.V. (Chinese Centre of Hannover) promotes the establishment and maintenance of economic, cultural and scientific contacts between Germany and China. The Chinesisches Zentrum, Hannover e.V. and its official representative office in Beijing, a unique institution in this form in Europe, is supported by a non-profit association.

*Year of foundation:* 1997  
*Employees:* 13  
*Training staff:* 4

### Service offers

- Advice/consulting
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Chinese and German specialists and executives.

#### *Main topics*

- Art
- Business management
- Intercultural communication
- Languages
- Management
- Medicine
- Quality management
- Soft skills

### International orientation

#### *Languages*

Chinese, English.

#### *Target markets*

Services are already offered in China.

#### *Branch offices*

##### **China**

Beijing Representative Office of Chinesisches Zentrum, Hannover e.V., Beijing

## CJD e-Learning-Center Homburg



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Fax +49 (0)06841 691-225  
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www.cjd-elc.de

Mr. Thomas Thiel  
Sales of E-learning-Systems  
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### Profile

The CJD e-Learning Center Homburg is a subsidiary of CJD Homburg gGmbH, one of the biggest vocational education institutes in the south-west of Germany. With the experience of more than 25 years of company history to draw from, we are able to offer a full service in the e-learning sector as a learning service provider. Through the use of our learning system WILDPOINT, the content development and knowledge management concepts for individual e-learning-projects, the CJD e-Learning Center Homburg creates customised e-learning solutions with a high rate of methodical and pedagogic skills. We are official partners of Oracle and Hewlett-Packard.

E-learning:

- Planning, developing and installation of e-learning-systems/-concepts;
- Special offers of e-learning-tools for smaller companies with lower budgets;
- E-learning projects (corporate help-systems, learning games et al.);
- Planning e-learning for people with handicaps and special needs (deaf and slow learners).

*Year of foundation:* 2000/1947

*Employees:* 10/7,900

*Training staff:* E-learning: 5;  
freelance: 23

### Certification/membership

Certified acc. to QAP (in preparation); member of the Saar Learning Network.

### Service offers

- Blended learning
- Company courses
- E-learning (CBT/WBT)
- Post-vocational-courses (in cooperation with the German Chamber of Industry and Commerce)
- Training/project management

### Target groups

Governments, state and private training centres, companies of industry and trade, small and medium-sized enterprises, international institutes (cooperation).

### Main topics

- EDP applications (Office, ECDL)
- Information/communication technology (ICT)
- Internet
- Multimedia

### International orientation

#### Languages

English, French, Hungarian, Romanian, Russian.

#### Target markets

Services can be offered Europe-wide, in all countries in South East Asia and Africa/Middle East. Our services can be offered worldwide through complete online training offers. You can use our LMS "WILDpoint" in more than 25 languages.



## COGNOS AG

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International GmbH  
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### Profile

The spectrum of open training and further training courses of the COGNOS COMPETENCE GROUP ranges from initial vocational training in commercial, technical/industrial, medical and environmental occupations up to management training and international consulting projects. COGNOS AG comprises "Die Akademie für Führungskräfte" (The Academy for Executives) Bad Harzburg as well as the Akademie Mode & Design (Academy of Fashion & Design - AMD) and the Europa Fachhochschule Fresenius (European Technical College Fresenius) as well as over 60 educational institutes in the healthcare field.

*Year of foundation:* 1975  
*Employees:* 640  
*Training staff:* 555

#### *Certification/membership*

Registered with the EC CCR Central Contractor Registry of the European Commission, gtz-registered training and consulting company; founding member of the National Association for Company Further Training (WKR), member of the German Institute for Standardization (DIN).

### Service offers

- Blended learning
- Coaching
- Company courses
- Consulting
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### *Target groups*

Specialists and executives, companies, public administration and authorities.

#### *Main topics*

- Administration and management
- Finance
- Intercultural communication
- Leadership
- Medical technology
- Organisational development
- Vocational training

### International orientation

#### *Languages*

Chinese, Czech, English, French, Italian, Russian, Spanish.

#### *Target markets*

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### *Branch offices*

##### **Czech Republic**

BIVS Bankovní Institut Vysoka Skola, Prague

##### **Slovakia**

BIVS Bankovní Institut Vysoka Skola, Bratislava

##### **Switzerland**

Cegos Schweiz, Basel

#### *Cooperation partners*

##### **Belgium**

TEA-CEGOS/Cognos representation office, Brussels

##### **Bulgaria**

Integra Consulting Ltd., Sofia

##### **China**

Cegos China Ltd., Shanghai

##### **France**

Cegos S. A., Issy les Molineaux

##### **Poland**

Akademia Ekonomiczna, Katowice

##### **Russia**

AKMR Rosaudit, Moscow



## COMPUTERLINKS AG

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### Profile

The offers of Training Group COMPUTERLINKS, the training division of COMPUTERLINKS AG, are comprehensive, flexible and individual. The range of training products extends from open training through workshops up to individual training. The main features of COMPUTERLINKS training include the high professional qualifications as well as the extensive practical experience of the trainers. They are all salaried employees of COMPUTERLINKS and have all the certifications that are available in their special fields. Trainers spend more than half of their working hours with second level support. They continuously expand their wealth of experience as a result and can therefore optimally deal with the needs and questions of the training participants. All training centres of COMPUTERLINKS are certified by the producers. In addition to the training courses, Training Group COMPUTERLINKS offers the services of end customer support and enterprise security services". These services are exclusively marketed via resellers.

*Year of foundation:* 1984  
*Employees:* 120  
*Training staff:* 15

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Small, medium-sized and large enterprises, public administration and authorities, systems houses, IT technicians, administrators and human resources decision-makers.

### Main topics

- Databases
- Information and communication technology (ICT)
- Internet
- Network technology
- Operating systems

### International orientation

#### Languages

English, French, Italian.

#### Target markets

Services are already offered in: Austria, France, Hungary, Italy, Switzerland, United Kingdom. Services can be offered Europe-wide.

#### Branch offices

##### Austria

COMPUTERLINKS GmbH, Linz

##### France

COMPUTERLINKS SA, Rungis Cedex

##### Hungary

COMPUTERLINKS URT, Budapest

##### Italy

COMPUTERLINKS SA, Bolzano

##### Switzerland

COMPUTERLINKS, Bern-Ostermündingen

##### United Kingdom

Unipalm, New Market



## Datey Eyrich Training Centers

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Ms. Marianne Eyrich  
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 eyrich@datey.com

### Profile

DATEY Eyrich GmbH is a European service company headquartered in Ramstein with branch offices in Weisswasser and Eisenach. We train companies, institutions and public authorities in-house and abroad. We also render all services as made-to-measure in-house seminars, taking into account the special needs and wishes of our customers. We have received multiple awards from the CCI for special achievements in our vocational training.

*Year of foundation:* 1986  
*Employees:* 39  
*Training staff:* 22

### Certification/membership

Microsoft Certified Partner, London Chamber of Commerce and Industry Examinations Board (LCCI) Certification, Authorized Prometric Test Centre, Troy University Partnership (USA), State approved vocational training school for geriatric care.

### Service offers

- CISCO certifications
- E-learning (CBT/WBT)
- Human resources
- IT/consulting + training
- Microsoft certifications

- Project management
- Training on safety issues
- Vocational training

### Target groups

Human resource development, IT training and consulting, continuing adult education, language training, hazardous waste/material, road safety, resource management, work safety, environmental protection.

### Main topics

- Administration
- Air Traffic Control Language
- Business/industrial management
- Company organisation
- Control engineering
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Finance/accounting
- Geriatric and nursing care
- Health care
- Human resources management
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Languages
- Law/taxation
- Management
- Marketing
- Multimedia
- Network technology
- Office organisation
- Operating systems
- Safety/occupational engineering
- Soft skills

### International orientation

#### Languages

English, French.

#### Target markets

Services are already offered in: Belarus, Belgium, Bulgaria, Czech Republic, Estonia, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldavia, Netherlands, Poland, Romania, Russian Federation, Turkmenistan, Uzbekistan.

Services can be offered Europe-wide, in all countries in Southeast Asia, Middle East.

#### Cooperation partners

**Europe-wide**  
 NATO

#### Bulgaria

Bulgarian Association for Management, Development and Entrepreneurship

#### Kyrgyzstan

State University - Faculty of Roman Languages

**United Arab Emirates (Dubai)**  
 OMIS, Road Safety Institute

#### United Kingdom

London School of English, London

#### United States

Mile 2 IT Security Training

Troy University, Troy, Alabama

## DB Training

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## DB Training Learning & Consulting

### Profile

DB Training is the largest training service-provider in the European transport market and it is a part of the Deutsche Bahn AG. Our spectrum comprises qualified business consulting on all aspects of process and quality management, consulting in the international transport market as well as training and further training measures. We offer over 1500 different seminars and training courses on subjects such as management & leadership, railway operation, infrastructure & technology, vehicles, transport & logistics as well as individual, made-to-measure company courses.

*Year of foundation:* 1995

*Employees:* 850

*Training staff:* 620

### Certification/membership

Certified acc. to DIN EN ISO 9000:2001; member of the National Association for Company Further Training (WKR).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Foreign railway enterprises.

### Main topics

- Automotive engineering
- Business management
- Distribution
- EDP applications (Office, ECDL)
- Finance/accounting
- Human resources management
- Logistics
- Maintenance/repair
- Management
- Marketing
- Mechatronics
- Office organisation
- Purchasing
- Quality management
- Real estate
- Sales
- Soft skills
- Traffic engineering
- Traffic system and shipping

### International orientation

#### Languages

English, French, Spanish.

#### Target markets

Services are already offered in: Austria, Belgium, Bulgaria, Canada, China, Croatia, Czech Republic, France, Hungary, Italy, Libya, Luxemburg, Netherlands, Poland, Romania, Scandinavia, Switzerland, Thailand, Turkey, Vietnam.

Services can be offered in all countries in the Middle East.



## Deutsche Management Akademie Niedersachsen gGmbH

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### Profile

The Deutsche Management Akademie Niedersachsen gGmbH (German Management Academy of Lower Saxony - DMAN) in Celle is an internationally active organisation for business development through training and advising managers. The range of services of the academy includes seminars, training courses and practical training for executives from companies and administrations in Central and Eastern Europe, Central Asia and China. In addition, DMAN carries out projects for companies, governments and international organisations.

*Year of foundation:* 1989

*Employees:* 37

*Training staff:* Freelance: 90

### *Certification/membership*

Member of the Association of German Business in the Russian Federation (VDW), Eastern and Central Europe Association (OMV), European Foundation for Management Development, Central and East European Management Development Association.

### Service offers

- Advice/consulting
- Coaching
- Face-to-face tutorials in Germany
- Training/project management

### *Target groups*

Specialists and executives from business and administrations in Central and Eastern Europe, Central Asia and China.

### *Main topics*

- Administration modernisation
- Agriculture
- Business and human resources development
- Business management
- Commercial knowledge
- Company organisation
- Energy supply industry
- Environmental engineering
- Finance/accounting
- Food/luxury food production
- Forestry
- Human resources management
- Logistics
- Management
- Manufacturing engineering
- Marketing
- Museum management
- Production engineering
- Public administration
- Purchasing
- Quality management

- Renewable energy
- Safety/occupational engineering
- Traffic system and shipping
- Water supply industry

### International orientation

#### *Languages*

Chinese, English, Russian.

#### *Target markets*

Services are already offered in: Albania, Armenia, Azerbaijan, Belarus, Bulgaria, China, Czech Republic, Estonia, Georgia, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldavia, Mongolia, Poland, Romania, Russia, Slovakia, Turkmenistan, Ukraine, Uzbekistan.

#### *Branch offices*

DMAN Representation in Prague, Budapest, Moscow and Kiev.

#### *Cooperation partners*

in Azerbaijan, China, Georgia, Kazakhstan, Lithuania, Russia, Ukraine, Belgium, Denmark, France, Greece, Italy, Spain, Sweden and Great Britain.

## Deutsche Wein- und Sommelierschule (German Wine and Sommelier School)



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Director  
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kohnen@weinschule.com

### Profile

The Deutsche Wein- und Sommelierschule Koblenz (German Wine and Sommelier School, Koblenz) is the leading professional education centre in Germany for further training in the field of wine. Our offices in Berlin and Munich offer seminars and further training programmes at the highest level and in attractive locations. Our in-service programmes offers range from sensory appreciation seminars lasting for a single day or a few days, right up to the year-long programmes culminating in a state-recognised IHK (Chamber of Commerce) examination. Our flagship courses are those leading to the IHK-certified sommelier and the IHK-certified wine trade specialist degrees.

*Year of foundation:* 1989  
*Employees:* 27  
*Training staff:* 20

### Certification/membership

Member of the Association of German Quality Wine Estates (VDP), Koblenz Chamber of Commerce and Industry.

### Service offers

- Company courses
- Face-to-face tutorials in German
- Training/project management

### Target groups

Employees and self-employed people in catering and commerce.

### Main topics

- Catering
- Hotel industry
- Wholesale and retail trade

### International orientation

#### Languages

English, French, Spanish.

#### Target markets

Services are already offered in: Chile, Japan, Sweden, United States.

Services can be offered in all countries in Western Europe, Central and Eastern Europe.

#### Cooperation partners

##### Austria

Wine Academy Rust

##### South Africa

Cape Wine Academy, Stellenbosch SA

##### Switzerland

Schweizer Fachschule für Sommeliers (Swiss Vocational School for Sommeliers), Zurich

##### United States

Johnson & Wales University, Rhode Island



## DGB Bildungswerk e.V. – Training institute of the German Trade Union Confederation

Hans-Böckler-Straße 39  
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Managing Director  
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### Profile

The DGB Bildungswerk acts as the nationwide organisation of the Federation of German Trade Unions for union-related and vocational further training. It was founded in 1974 as a non-profit association and teaches knowledge and skills to workers and their representatives of interest in order to enable them to participate actively in designing and influencing the economic and social change processes in their work.

*Year of foundation:* 1974  
*Employees:* 220  
*Training staff:* 60

*Certification/membership*  
Certified acc. to DIN EN ISO 9000:2001.

### Service offers

- Advice/consulting
- Company courses
- Face-to-face tutorials in Germany

#### *Target groups*

Trade union functionaries, company players.

#### *Main topics*

- Environmental management and sustainability
- Health protection
- Industrial law
- Maintenance of industrial health and safety standards
- Migration
- Social responsibility of companies

### International orientation

#### *Languages*

English, Spanish.

#### *Target markets*

Services are already offered in: Argentina, Brazil, Estonia, Indonesia, Latvia, Lithuania, Poland, Slovenia, South Africa, Vietnam. Services can be offered Europe-wide.

#### *Cooperation partners*

#### **Belgium**

European Trade Union Institute (ETUI) in Brussels and others.

## DGQ Deutsche Gesellschaft für Qualität e.V.

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### Profile

The Deutsche Gesellschaft für Qualität e.V. (German Society for Quality - DGQ) trains and certifies personnel, collaborates in international standardisation, encourages international research and awards prizes to excellent quality management systems. Our training concept enables people to create management systems and develop them further. Main subjects: quality, environmental protection, occupational safety and health management. DGQ is a founding member of the EOQ (European Organisation for Quality) and the only institution in Germany that issues the internationally recognised certificates of the EOQ for the Europe-wide harmonised training programs.

*Year of foundation:* 1952  
*Employees:* 65  
*Training staff:* Permanent: 4;  
freelance: approx. 400

### Certification/membership

Certified acc. to ISO 9001:2000, ISO 17024 as a personnel certification body; member of the German Institute for Standardization (DIN), European Foundation for Quality Management (EFQM).

### Service offers

- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development

### Target groups

Machine operators, skilled workers, master craftsman, clerical assistants, engineers of all fields, specialists and executives, management representatives, consultants, employees and members of the upper grades of civil service in the area of public administration, physicians and nursing staff, people in therapeutic professions, administration in the area of hospitals, physicians' practices, people in social service organisations, small and medium-sized enterprises.

### Main topics

- Administration
- Business management
- Company organisation
- Environmental engineering
- Environmental management
- Health care
- Management
- Public administration
- Quality engineering
- Quality management

- Social welfare
- Soft skills

### International orientation

#### Languages

Chinese, English, Russian, Spanish.

#### Target markets

Services are already offered in: Albania, Argentina, Brazil, China, Columbia, Greece, Mexico, Norway, Poland, Russia, South Africa, Vietnam. Services can be offered in all countries in the Middle and Eastern Europe, Middle America, Southeast Asia, Middle East.

#### Cooperation partners

##### Argentina

INTI, Buenos Aires

##### Brazil

FUN-CEFET, Curitiba

##### China

IQM, Idee Business and Consulting, Shanghai

##### Columbia

ICONTEC, Bogotá

##### Greece

DQS-Hellas, Athens

##### Russian Federation

RSSU, Moscow

##### South Africa

House of Quality, Port Elizabeth



**digital publishing**

## digital publishing AG

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### Profile

As Europe's leading producer of language learning software for private study and corporate training, digital publishing offers a wide variety of award-winning solutions and live training packages designed to meet the needs of various user groups and target languages. With more than ten years of experience, over 3.5 million private learners and in use in more than 400 companies and institutions, digital publishing is one of the most successful suppliers of language learning solutions.

*Year of foundation:* 1994  
*Employees:* 50  
*Training staff:* 20

#### *Certification/membership*

Certified acc. to The European Language Certificates (TELC); member of the German Publishers and Booksellers Association.

### Service offers

- Blended learning
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in German
- Teaching/learning aids

#### *Target groups*

Companies and institutions as well as private customers.

#### *Main topics*

- Intercultural communication
- Languages
- Soft skills

### International orientation

#### *Languages*

English, French, Italian, Spanish.

#### *Target markets*

Services are already offered in all countries in Middle and South America, Austria, Belgium, Canada, France, Italy, Luxemburg, Netherlands, Portugal, Spain, Switzerland, United Kingdom, United States.

Services can be offered in all countries worldwide.

#### *Branch offices*

##### **France**

digital publishing, Alan Nobili, Paris

##### **Italy**

digital publishing Italia, Oliver Albrecht, Pavia



## Dr.-Ing. Paul Christiani GmbH & Co. KG Technical Institute for Vocational Training



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### Profile

For more than 70 years, Christiani has been one of the most important providers of technical education manuals, interactive computer-based instructional software, and practical training products. This equipment is used successfully for apprenticeship and preparation for examinations in vocational schools and in industrial training departments in many technical disciplines. Christiani also develops, produces, manages, and evaluates examination items in a huge electronic question bank of more than 70,000 test items. From this question bank, examination papers are compiled together with professional associations and delivered to many examination locations in Germany for technical vocational exams. In this field, we are the biggest producer of technical tests nation-wide. Christiani makes use of the most advanced ICT (Information and Communication Technology) to develop new computer-based examination platforms for on-screen exams as well as conventional paper and pencil tests. Our customers appreciate our help in building up advanced organisations for testing and certification.

*Year of foundation:* 1931  
*Employees:* 100  
*Training staff:* 5

*Certification/membership*  
Certified acc. to DIN EN ISO 9000:2001; member of the German Didacta Association (DV).

### Service offers

- Blended learning
- Distance learning
- E-learning (CBT/WBT)
- Teaching/learning aids
- Training/project management

### Target groups

Companies, vocational schools, colleges, universities, institutions, consulting companies, ministries.

### Main topics

- Automation technology
- Automotive engineering
- CAM/CIM
- Construction
- Control engineering
- Databases
- Electrical engineering/electronics
- Engineering drawing
- Heating technology
- Hydraulics
- Information and communication technology (ICT)
- Locksmithing
- Manufacturing engineering

- Materials engineering/testing
- Measurement/control engineering
- Mechanical engineering
- Mechatronics
- Metal engineering
- Multimedia
- Network technology
- Pneumatics
- Precision engineering
- Production engineering
- Quality engineering
- Sanitary technology
- Welding technology
- Wood processing

### International orientation

#### Languages

English, French, Spanish.

#### Target markets

Services are already offered in all countries in Africa/Middle East, Austria, Brazil, China, Columbia, Egypt, Korea (Republic), Kuwait, Lebanon, Malaysia, Netherlands, Slovakia, Spain, Sri Lanka, Switzerland, Thailand, United Kingdom, United States. Services can be offered in all countries worldwide.

#### Branch offices

##### Spain

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## Düsseldorfer Consult GmbH

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Managing Director  
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### Profile

Düsseldorfer Consult GmbH, established in 1988, is a company of the Düsseldorf department of works (Stadtwerke Düsseldorf, SWD) that makes the specific know-how of the SWD available to customers throughout the world. It carries out specialised training courses for German and international customers in the below-mentioned areas of work, based on the special exchange of knowledge and experience of experts.

*Year of foundation:* 1988  
*Employees:* 12

#### *Certification/membership*

Member of the Association of Municipal Business Enterprises (VKU), German Confederation of Gas and Water Technology (DVGW).

### Service offers

- Advice/consulting
- Face-to-face tutorials in German
- Human resources/organisation development
- Training/project management

#### *Target groups*

Young engineers.

#### *Main topics*

- Distribution
- Energy supply industry
- Human resources management
- Management
- Marketing
- Materials management
- Water supply industry

### International orientation

#### *Languages*

English, Russian, Spanish.

#### *Target markets*

Services are already offered in Thailand.

Services can be offered in all countries in East Europe.

## DWA German Association for Water, Wastewater and Waste



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### Profile

The Deutsche Vereinigung für Wasserwirtschaft, Abwasser und Abfall (German Association for Water, Wastewater and Waste - DWA) is the authority for all comprehensive water issues in Germany and works hard to develop a safe and sustainable water management. As a politically and economically independent organisation, it does specialist work in the areas of water management, wastewater, waste and soil conservation. In its field, the DWA is the organisation with the most members in Europe and has a special position due to its professional competence in standardization, education and public information. The approximately 15,000 members are specialists and executives from municipalities, universities, engineering firms, public authorities and companies.

The focus of the activities is on developing and updating a uniform set of technical rules and regulations as well as cooperation in creating technical standards on a national and international level. This not only includes technical/scientific topics but also the economic and legal issues of environmental and water protection.

*Year of foundation:* 1948  
*Employees:* 98  
*Training staff:* 70

*Certification/membership*  
Certified acc. to DIN EN ISO 9001:2000 and 14001.

### Service offers

- Company courses inhouse
- Open seminars
- Tailor-made trainings

*Target groups*  
Specialists and executives, engineers and scientists, students, operating personnel of sewage and wastewater treatment plants.

*Main topics*

- Environmental engineering
- Wastewater treatment
- Water supply

### International orientation

*Languages*  
English, French, Spanish.

*Target markets*  
Services are already offered in:  
China, Palestine.

*Cooperation partners*

**China**  
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Beijing Office

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## Profile

e/t/s didactic media has successfully supported training providers and organisers with state-of-the-art teaching and learning aids since 1982. Today, the creation or operation of online academies and the development of e-learning scenarios is our most important field of activity. Our customers benefit from our background, which ideally combines many years of experience in the training field with a high IT competence. Our core areas are:

- a publishing unit for creating and marketing state-of-the-art, multimedia teaching and learning arrangements,
- a systems house for creating and marketing training management, learning management and content management solutions, and
- an online college for carrying out blended learning and online courses.

*Year of foundation:* 1982  
*Employees:* 40  
*Training staff:* 15

### Certification/membership

Certified acc. to Aviation Industry CBT Committee (AICC); member of the Association for Vocational Training - Q-Association,

tion, American German Business Club, EIB Konnex Association, International Controller Association (ICV).

## Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Company training, specialists and executives, trainees and the companies that train them, college students and colleges.

### Main topics

- Administration
- Advertising
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- E-business, e-commerce
- Finance/accounting
- Health care
- Human resources management
- Information and communication technology (ICT)

- Internet
- Languages
- Management
- Marketing
- Materials management
- Mathematics
- Mechatronics
- Multimedia
- Office organisation
- Operating systems
- Public relations
- Purchasing
- Retail trade
- Sales
- Soft skills
- Telecommunications
- Wholesale trade
- Wood

## International orientation

### Languages

Chinese, English, French, Italian, Polish, Russian, Spanish.

### Target markets

Services are already offered in: Austria, China, Russian Federation, South Africa, Switzerland. Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

### Cooperation partners

#### Switzerland

First Web College, Rotkreuz

## EBA Europäische Bildungsakademie gGmbH



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### Profile

The Europäische Bildungsakademie (European Training Academy) in Berlin is dedicated to promoting the European development process through different projects and schemes. The main emphases are in the area of training and retraining specialists and the dissemination of international core competencies for young people as well as the support and promotion of small and medium-sized enterprises. The offers range from courses, seminars and workshops, through consulting services, to trade fairs and conventions. In addition, European project schemes in very different fields are initiated and implemented with cooperation partners.

*Year of foundation:* 2000

*Employees:* 11

*Training staff:* Permanent: 7;  
freelance: 28

### Certification/membership

Member of the National Association of Medium-Sized Enterprises (BVMW).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries/Germany
- Training/project management

### Target groups

Small and medium-sized enterprises, universities (students/lecturers), private and public educational institutes, specialists and executives, trainees and jobseekers.

### Main topics

- Administration
- Architecture
- Banks
- Business management
- CAD/CAE
- Commercial knowledge
- Company organisation
- Databases
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Engineering drawing
- Finance/accounting
- Geriatric and nursing care
- Health care
- Home economics
- Human resources management
- Information and communication technology (ICT)

- Intercultural communication
- Internet
- Law/taxation
- Leisure
- Logistics
- Management
- Marketing
- Multimedia
- Network technology
- Nutrition
- Office organisation
- Operating systems
- Personal hygiene/cosmetics
- Programming
- Public administration
- Purchasing
- Quality management
- Retail trade
- Sales
- Social welfare
- Soft skills
- Telecommunications
- Tourism
- Wholesale trade

### International orientation

#### Languages

Chinese, English, French, Polish, Russian, Turkish.

#### Target markets

Services are already offered in: Estonia, Hungary, Latvia, Poland, Russian Federation.  
Services can be offered Europe-wide, in all countries in Southeast Asia.



## ebs Management Academy

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### Profile

Training and further training for executives in the area of general management, sports management, strategic marketing management, foundation management and interim management.

*Year of foundation:* 1990

*Employees:* 6

*Training staff:* Freelance: 80

### Service offers

- Company courses
- Face-to-face tutorials (general)

#### *Target groups*

Executives.

#### *Main topics*

- Business management
- Event management
- Management
- Marketing
- Sports

### International orientation

#### *Languages*

English.

## Education GmbH – Umschulung und Weiterbildung in kaufmännischen Berufen, Berufsfachschule für Touristik und Wirtschaft

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### Profile

The Education GmbH has been carrying out further training measures as well as state-recognised vocational training courses, especially in the areas of tourism, marketing, event management and office/administration, since 1991. The courses are characterised by the juxtaposition of theoretical and practical training with a large share of foreign languages. Integrated internships in Germany and other EU countries supplement the academic training. Topicality and quality are the most important cornerstones of our company philosophy.

*Year of foundation:* 1991  
*Employees:* 28  
*Training staff:* 20

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001:2000; member of the Association of German Private Schools (VDP), German Travel Agents' and Tour Operators' Association (DRV).

### Service offers

- Company courses
- Face-to-face tutorials in German
- Training/project management

#### *Target groups*

People interested in vocational training or vocational further training, corporate customers.

#### *Main topics*

- Advertising
- Business management
- Commercial knowledge
- EDP applications (Office, ECDL)
- Event management
- Finance/accounting
- Human resources management
- Intercultural communication
- Internet
- Languages
- Leisure
- Management
- Marketing
- Public relations
- Soft skills
- Tourism

### International orientation

#### *Languages*

English, French, Spanish.

#### *Target markets*

Services are already offered in: Finland, France, Ireland, Spain. Services can be offered Europe-wide.

#### *Cooperation partners*

##### **Finland**

Salpaus international Department, Lahti

##### **France**

Centre de Formation du Lac, Bordeaux

Centre de Formation «Rene Villeneuve», Digne-les-Bains

Ecole National de Commerce Paris, Paris

##### **Ireland**

Foyle Language School, Derry

##### **Spain**

Tandem, San Sebastian



## efiport AG

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### Profile

As an enterprise of the Bankakademie, efiport AG has grown from a training firm to a systems house with consultation and content-related competency. Using the understanding gained from our experience as a training provider, our systems take into account the special requirements of technology-based qualification. Companies that want to promote internal further training in a technologically efficient way as well as further training institutes that want to implement a product range in line with market conditions will find well-developed system solutions, design and strategy consultation as well as individual e-learning course development and standard contents at efiport.

*Year of foundation:* 2001  
*Employees:* 13  
*Training staff:* 11

#### *Certification/membership*

Certified acc. to the Central Authority for Distance Learning (ZFU), EFISEG; member of the German Association for Personnel Management (DGFP).

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- E-learning systems
- Training/project management

#### *Target groups*

Companies, universities, further training providers, training organisations, management/executives, trainees, specialists.

#### *Main topics*

- Banks
- Commercial knowledge
- Finance/accounting
- Insurance companies
- Management
- Soft skills

### International orientation

#### *Languages*

English, further languages available on request.

#### *Target markets*

Services are already offered in: Austria, Bulgaria, Croatia, Czech Republic, Finland, Hungary, Netherlands, Norway, Poland, Romania, Russian Federation, Slovakia, Spain, Sweden, Switzerland, Turkey, Ukraine. Services can be offered in all countries worldwide, especially Europe-wide and in all countries in Middle East.

#### *Cooperation partners*

#### **Switzerland**

Malik Management Zentrum, St. Gallen

Contacts and consultants worldwide through the activities of the Bankakademie International, Frankfurt/Main (www.international.bankakademie.de).



## Elektro-Ausbildungszentrum Aalen e.V. (Electrical Training Center Aalen - EAZ)



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### Profile

The Elektro-Ausbildungszentrum Aalen (Electrical Training Center Aalen – EAZ) works together with over 50 countries worldwide in training technical specialists. In addition to pure training work, the EAZ also offers support in planning, setting up and operating training centres. The EAZ has over 35 years of experience, is often familiar with the situation in a partner country and works together with gtz and InWent. The EAZ is often present in partner countries through participation in international trade fairs and exchange programs.

*Year of foundation:* 1968  
*Employees:* 16  
*Training staff:* 9

### Certification/membership

Certification acc. to DIN EN ISO 9001:2000, QC 100 TQM; member of the Q-Association, German Hydrogen and Fuel Cell Association (DWV), WPS World-wide Promotionship, as well as other memberships.

### Service offers

- Blended learning (in preparation)
- Development of innovative, digital learning media
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany

### Target groups

Technical specialists and executives, training directors and trainers.

### Main topics

- Air conditioning technology
- Automation technology
- CAD/CAE
- Control engineering
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Energy supply industry
- Hydraulics
- Internet
- Measurement/control engineering
- Mechatronics
- Multimedia
- Network technology
- Pneumatics
- Renewable energy

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in: China, Czech Republic, Egypt, Korea (Democratic Republic), Myanmar, Philippines, Tanzania, Thailand, Turkey, Vietnam, Yemen.

All together more than 50 countries. Further training in all countries in which instruction is possible in German or English.

#### Cooperation partners

##### Czech Republic

Centrum Odborne Přípravy Technické, Kromeriz

##### Egypt

Arab Academy for Science & Technology and Maritime Transport, Alexandria

Mubarak-Kohl-Initiative, Cairo

##### Turkey

Elektronikçiler Odası, Bursa

MOPAK Endüstri Meslek Lisesi, Kemalpaşa, Izmir

Muğla University Meslek Yüksek Okulu, Muğla

More cooperations in Indonesia, Malaysia, Thailand and Vietnam.



## ELWE® Technik Dr. Bagh GmbH

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### Profile

The ELWE company is a systems supplier for technical teaching aids, instruments and turn-key technical room systems that we develop and manufacture ourselves. We offer demonstration, practice and experimenting systems for basic and further training in electrical engineering, electronics, automation, automotive and power engineering, hydraulics, pneumatics and teaching natural sciences. We furthermore offer services in the areas of consulting, project planning and training in the above-mentioned subject areas.

*Year of foundation:* 1951/2004

*Employees:* 70

*Training staff:* 4

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001:2000.

### Service offers

- Advice/consulting
- Coaching
- Teaching/learning aids
- Tutorials/seminars in foreign countries
- Tutorials/seminars in Germany
- Training/project management

#### *Target groups*

Schools, vocational schools, public administration and authorities, technical colleges, universities, other institutions, industry and consulting institutions.

#### *Main topics*

- Air conditioning technology
- Automation technology
- Automotive engineering
- CAM/CIM
- Control engineering
- Electrical engineering/electronics
- Energy supply industry
- Heating technology
- Hydraulics
- Measurement
- Measurement/control engineering
- Mechatronics
- Pneumatics

### International orientation

#### *Languages*

English, French, Italian, Russian, Spanish.

#### *Target markets*

Services are already offered in: Algeria, Argentina, Austria, Belgium, Brazil, Burkina Faso, China, Croatia, Czech Republic, Egypt, France, Greece, Indonesia, Italy, Luxembourg, Malaysia, Mexico, Mongolia, Netherlands, Nicaragua, Norway, Panama, Portugal, Qatar, Russia, Saudi Arabia, Spain, Syria, Thailand, Tunisia, Turkey, Venezuela, Vietnam, Yemen.

#### *Cooperation partners*

##### **France**

ELWE Systemes Didactiques SARL, Gometz le Chatel

##### **Netherlands**

ELWE Leersystemen, Moordrecht

##### **Russia**

ZAO ECOINVENT, Moscow

##### **Spain**

ELWE Lehrsysteme España, S.L., Madrid

##### **Thailand**

ELWE Thailand Co. Ltd., Bangkok

## EPS GmbH



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### Profile

For over 10 years, EPS GmbH has trained young job seekers as tour guides (CCI) and club representatives at hotels in over 65 publicly supported measures. Over 1,700 young people have found employment through this certified further training. Since 2002, EPS has provided in-service training as a press convention and event manager in a project that was awarded the title of "best-practice". A training program for wellness consultants is planned.

*Year of foundation:* 1991  
*Employees:* 30  
*Training staff:* 20

#### *Certification/membership*

Member of the German Travel Agents' and Tour Operators' Association (DRV), Chamber of Commerce and Industry (IHK).

### Service offers

- Blended learning
- Coaching
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Trainees, people undergoing re-training, job seekers.

#### *Main topics*

- Catering
- Dance
- Education/schooling
- Event management
- Fairs/congresses/conferences
- Fitness-wellness guides
- Guest relation
- Guiding
- Hotel industry
- Intercultural communication
- Languages
- Leisure
- Network technology
- Soft skills
- Sports
- Theatre
- Tourism
- Wellness

### International orientation

#### *Languages*

English, Spanish.

#### *Target markets*

Services are already offered in: France, Greece, Italy, Poland, Russian Federation, Spain, Turkey.



## ESTA Bildungswerk (ESTA training provider)

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### Profile

The ESTA-Bildungswerk e.V. implements international qualification courses and transnational training projects. The content focus of our activities is on teaching key qualifications and increasing practical competencies. Target groups for our work are specialists and executives, teachers, people responsible for training, and disseminators.

One focus of our work in the international area is on e-learning, e-collaboration and training and development of open-source applications.

Customers and partners:

The customers and partners of the training projects are organisations for economic development and international cooperation on a European level as well as private-sector companies and private individuals.

*Year of foundation:* 1982

*Employees:* 400

*Training staff:* 350

#### *Certification/membership*

Certified acc. to DIN EN ISO 9000; member of the National Association for Company Further Training (WKR), European Association of Institutes for Vocational Training (EVBB).

### Service offers

- Advice/consulting
- Blended learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Small and medium-sized enterprises, qualified employees, executives, trainers, instructors, teachers.

#### *Main topics*

- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Education/schooling
- Geriatric and nursing care
- Health care
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Languages
- Multimedia
- Operating systems
- Programming
- Social welfare
- Wholesale trade

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: Estonia, Netherlands, Romania, Spain, Turkey, United Kingdom. Services can be offered Europe-wide.

#### *Branch offices*

##### **Belgium**

Euventures Consulting, Brussels

##### **Turkey**

ESTA Danismanlik Ltd., Istanbul/Ankara

#### *Cooperation partners*

##### **Romania**

German-Romanian Foundation, Timisoara

## EURASIA INSTITUTE

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### Profile

EURASIA Institute runs high-quality educational programmes including professional education for school-leavers, training programmes for managers and international research seminars for government officials. We also offer a full range of services to companies and individuals involved in international relations, exchange and business, including intercultural management consultancy, intercultural training seminars and interpreting and translation services and language courses for most western and oriental languages and dialects.

*Year of foundation:* 1993  
*Employees:* 75  
*Training staff:* 30

#### *Certification/membership*

Private school registered with the Senate Office for Education, Youth and Sport in Berlin, Professional Association for German as a Foreign Language (FaDaF).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany

#### *Target groups*

Students, pupils, teachers, companies, managers, employees.

#### *Main topics*

- Intercultural communication
- Languages

### International orientation

#### *Languages*

Chinese, English, Russian.

#### *Target markets*

Services are already offered in all countries worldwide. Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.



## EURO PHIL Consulting Group

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CEO  
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- Telecommunications
- The international approach
- Tourism

### International orientation

#### Languages

Arabic, Chinese, English, French, Italian, Russian, Spanish, Thai.

#### Target markets

Services are already offered in all countries in Europe, Algeria, Belgium, France, Italy, United Arab Emirates, United States, South-east Asia, Middle East.

#### Branch offices

##### Belgium

EURO PHIL Benelux Consulting S.A., Robertville

##### France

EURO PHIL France, Strasbourg

##### Italy

useyourmind s.r.l., Bergamo

#### Cooperation partners

##### France

INSEP Consulting, Paris

##### United Arab Emirates

Gamma Consulting and Business Development, Abu Dhabi

##### United States

MAIX Market Consulting and Research, Boston

### Profile

EURO PHIL Consulting Group is a group of 5 companies based in Aachen, Germany, with 4 subsidiaries in Belgium, France, Italy and the United Arab Emirates. Our profession is Management Consulting, vocational training and systematic support of business development. Our main emphasis is the human being. Since the foundation in 1992 we are able to successfully implement our concepts and strategies with prestigious clients. We have the appropriate skills for almost every geographic and cultural region and any branch on earth.

*Year of foundation:* 1992

*Employees:* 55

*Training staff:* 46

#### Certification/membership

Member of the International Association of Scientific Experts in Tourism (AIEST, CH), Federal Association of German Consultants (BDU), German Travel Agents' and Tour Operators' Association (DRV), German-Arabian Business Association (GHORFA), Association of German Entrepreneurs (ASU).

### Service offers

- Advice/consulting
- Blended learning
- Business Communication
- Cross-cultural management
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- International business development
- Leadership development
- Training/project management

#### Target groups

Large, small and medium-sized businesses, public administration, specialists and executive staff.

#### Main topics

- Administration
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- Energy supply industry
- Human resources management
- Information and communication technology (ICT)
- Intercultural communication
- Languages
- Management consulting
- Marketing
- People management training
- Public administration
- Soft skills

## Europäisches Bildungswerk für Beruf und Gesellschaft e.V. (European Association for vocational and social education r.S.)



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### Profile

The Europäisches Bildungswerk für Beruf und Gesellschaft e.V. (EBG) has been founded in 1990 in Düsseldorf as a free and non-profit organisation. Today it is a group of companies with 8 legally independent entities in seven German federal states with 35 education centres in Germany and other European Countries. The branches concerned are: Metal engineering, printing technology, vocational training in the field of commerce, IT, media, environmental protection and tourism, practical management for specialists and leading executives, language training plus rehabilitation and integration of disabled persons. State examinations as non-academic remedial practitioners may be passed in eight technical colleges.

*Year of foundation:* 1990  
*Employees:* 250  
*Training staff:* 220

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000, member of the European Association of Institutes for Vocational Training (EVBB).

### Service offers

- Company courses
- Face-to-face tutorials
- Further and advanced education of teachers
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Specialists and leading management, further and advanced education of teachers, lecturers and trainers, apprentices and students.

### Main topics

- Automation technology
- CAD/CAE
- CNC
- EDP applications (Office, ECDL)
- Environmental engineering
- Geriatric and nursing care
- Home economics
- Hydraulics/pneumatics
- Maintenance/repair
- Management
- Manufacturing engineering
- Measurement
- Mechanical engineering
- Mechatronics
- Metal engineering
- Quality management
- Welding technology

### International orientation

#### Languages

English, Russian, Spanish.

#### Target markets

Services are already offered in: Bulgaria, China, Hungary, Slovakia, United Kingdom. Services can be offered Europe-wide, especially in the Middle and Eastern Europe, in all countries in Southeast Asia.

#### Branch offices

##### China

Chinese-German Advanced Vocational Education Centre, Shanghai

##### Slovakia

European Association for vocational and social education r.S., Zavadka nad Hronom

#### Cooperation partners

##### China

Industrial Master College, Shanghai

Petrochemical Academy, Shanghai

LIMING AERO-ENGINE, Shenyang

Senior Expert Association, Qingdao

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### Profile

EUROPANORAT is a service company in the area of human resources development (training), employment, certification of companies, processes and people, project development, organisation of educational projects and applying for grants. The target group consists of internationally active companies, people in management, and organisations that are preparing for work in the German market. Business locations are in Germany (Berlin) and Tunisia (Kairouan).

*Year of foundation:* 1993

*Employees:* Permanent: 9;  
freelance: 200

*Training staff:* Permanent: 1;  
freelance: 180

### Certification/membership

Certified acc. to DIN EN ISO 9000:2000, Microsoft Office Certificate; member of the London Chamber of Commerce and Industry (LCCI).

### Service offers

- Advice/consulting
- Company courses
- E-learning (CBT/WBT)

- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Training/project management

### Target groups

Executives in small and medium-sized enterprises, above all in the future member states of the EU, and companies that are preparing to enter the German market.

### Main topics

- Advertising
- Agriculture
- Air conditioning technology
- Art
- Business management
- Cleaning
- Commercial knowledge
- Company organisation
- Distribution
- EDP applications (Office, ECDL)
- Education/schooling
- Environmental engineering
- Finance/accounting
- Health care
- Human resources management
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Languages
- Law/taxation
- Management

- Marketing
- Nutrition
- Office organisation
- Operating systems
- Quality engineering
- Quality management
- Safety/occupational engineering
- Sales
- Soft skills
- Telecommunications
- Tourism
- Water supply industry
- Wellness

### International orientation

#### Languages

Chinese, English, Russian, Spanish.

#### Target markets

Services are already offered in: Armenia, Bulgaria, Croatia, Lithuania, Macedonia, Romania, Serbia and Montenegro, Tunisia. Services can be offered in China, Czech Republic, Estonia, Latvia, Poland, Russian Federation, Uzbekistan.

#### Cooperation partners

Especially small and medium-sized enterprises (SME) and selected municipalities in different parts of the world: for example in Albania, Armenia, Bulgaria, United Kingdom, Ireland, Netherlands and Russian Federation.



## Europe Wood Academy

**EUROPA HOLZAKADEMIE**

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Managing Director  
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### Profile

The Europa Holzakademie (Europe Wood Academy) is a network of organisations and institutions in the field of training and further education that focuses on wood and renewable energies. The offers of the partners as well as own further education courses set up with the partners are implemented internal and external of companies. Europa Holzakademie is active in project development and project management in the area of wood and renewable energies. They also offer consulting services to companies.

*Year of foundation:* 2000  
*Employees:* 1 plus 6 (network)

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Small and medium-sized enterprises, specialists and executives.

#### *Main topics*

- Company organisation
- Distribution
- Environmental engineering
- Forestry
- Heating technology
- Management
- Marketing
- Preservation/protection of historical monuments
- Renewable energy
- Restoration
- Water supply industry
- Wood

### International orientation

#### *Languages*

English, Finnish, French.

#### *Target markets*

Services are already offered in: Belgium, Finland. Services can be offered Europe-wide and in all countries in Africa/the Middle East.

#### *Branch offices*

##### **Finland**

Europe Wood Academy, Kari Moilanen, Kokkola

#### *Cooperation partners*

##### **Belgium**

ZAWM, St. Vith

## F+U – Rhein-Neckar gGmbH

### F+U vocational training center Heidelberg

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Mr. Karl-Heinz Rippel  
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#### Profile

- Germany-wide organisation (20 locations) for vocational education and further training in nearly 300 occupations and specialisations (tourism, catering, hospitality management, social + medical professions)
- language school for German as a foreign language (250 pupils) and main world languages
- general education schools (grammar schools) up to German baccalaureate
- universities for applied studies (business engineering) and dual studies (business management).

*Year of foundation:* 1980  
*Employees:* 280  
*Training staff:* 220

#### Certification/membership

Certified acc. to DIN EN ISO 9000:2001 since 1998, EURHODIP (European Hotellery diploma), Test Centre for TOEIC, TELC, ECDL, EBDL; member of the German Private School Association (VDP), ARE (Association of European Regions) as organiser of EURODYSSÉE traineeship exchange.

#### Service offers

- Blended learning
- Company courses
- Distance learning
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Training/project management

#### Target groups

Trainees, specialists and executives, students at technical colleges and vocational universities.

#### Main topics

- Automotive engineering
- Business management
- Catering
- Commercial knowledge
- Distribution
- EDP applications (Office, ECDL)
- Equal initiative for specialist language courses
- Gardening
- Geriatric and nursing care
- Health care
- Home economics
- Hotel industry
- Human resources management
- Hygiene
- Intercultural communication
- Intern exchange (EURODYSSÉE, Leonardo etc.)
- Internet
- Languages
- Logistics

- Management
- Network technology
- Office organisation
- Operating systems
- Personal hygiene/cosmetics
- Programming
- Quality management
- Sales
- Social welfare
- Tourism
- Wellness
- Wholesale trade
- Wood manufacturing

#### International orientation

#### Languages

Chinese, Czech, English, French, Italian, Polish, Russian, Spanish, Turkish.

#### Target markets

Services are already offered in: Austria, China, Czech Republic, Lithuania, Spain, Vietnam and in all countries in Middle East. Services can be offered Europe-wide, in South America, South-east Asia, Middle East.

#### Branch offices

#### Spain

Formación FU, Puerto de la Cruz/ Tenerife

#### Cooperation partners

#### Croatia

Akademija za strucno obrazovanje, Zagreb, Pula

## F+U Sachsen gGmbH



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### Profile

F+U Sachsen gGmbH is an innovative, medium-sized service company in the field of vocational training and further training. Our international work in the field of vocational education is oriented to the European Commission guidelines for general and vocational education. We consider our training offers a customer service. In the interest of our customers, we pursue the goals of quality and economic efficiency.

*Year of foundation:* 1991  
*Employees:* 250  
*Training staff:* 126

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000; member of the Association of German Private Schools (VDP).

### Service offers

- Distance courses
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Trainees, specialists and executives, teachers (disseminator training).

### Main topics

- Advertising
- Agriculture
- Automotive engineering
- Business management
- Catering
- Commercial knowledge
- Company organisation
- Construction
- EDP applications (Office, ECDL)
- Education/schooling
- Electrical engineering/electronics
- Finance/accounting
- Forestry
- Gardening
- Geriatric and nursing care
- Health care
- Home economics
- Hotel industry
- Human resources management
- Information and communication technology (ICT)
- Internet
- Languages
- Management
- Marketing
- Metal engineering
- Nutrition
- Office organisation
- Operating systems
- Painting/enamelling
- Programming
- Purchasing
- Quality management
- Retail trade
- Sales
- Social welfare

- Soft skills
- Telecommunications
- Tourism
- Wood

### International orientation

#### Languages

Chinese, English, Russian, Spanish.

#### Target markets

Services are already offered in: Belgium, Bulgaria, China, Cuba, Czech Republic, France, Greece, Hungary, Italy, Lithuania, Poland, Romania, Russia, Slovakia, Spain, United Kingdom, United States. Services can be offered in all countries in South America, Southeast Asia, Middle East and Australia.

#### Branch offices

##### Spain

Formación FU, S.L., Tenerife

#### Cooperation partners

##### China

Guangdong AIB Polytechnic College, Guangdong

##### Czech Republic

Stredni odborná Skola, Usti nad Labem

##### United States

Baldwin Wallace College, Berea, Ohio



## FAA Bildungsgesellschaft mbH

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### Profile

FAA Bildungsgesellschaft is active in the field of vocational training and further training. At around 100 training centres in Germany, more than 650 permanent employees train and help find jobs for an average of 12,000 participants per year in approximately 50 occupational fields (industrial/technical, EDP, commercial and service area). Our services also include individual company seminars, outplacement consulting and transfer organisations.

*Year of foundation:* 1975  
*Employees:* more than 650  
*Training staff:* more than 600

*Certification/membership*  
Certification based on BQM;  
member of the National Association of Providers of Vocational Training (BBB).

### Service offers

- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in Germany
- Outplacement
- Training/project management
- Transfer associations

#### *Target groups*

Public administration and authorities, small and medium-sized companies, trainees and self-payers.

#### *Main topics*

- Catering
- Commercial knowledge
- Company organisation
- Control engineering
- Electrical engineering
- Event management
- Gardening
- Geriatric and nursing care
- Health care
- Heating technology
- Hotel industry
- Languages
- Locksmithing
- Logistics
- Mechatronics
- Metal engineering
- Metal-working industry
- Network technology
- Nutrition
- Office organisation

- Operating systems
- Painting/enamelling
- Retail trade
- Sanitary technology
- Soft skills
- Tourism
- Trade-fair/event technology
- Traffic system and shipping
- Welding technology
- Wellness

### International orientation

#### *Languages*

English, French, Polish, Russian.

#### *Target markets*

Services are already offered in the Czech Republic, Poland. Services can be offered Europe-wide.

#### *Cooperation partners*

##### **Poland**

Szczecin International School

## factor 4 Institut für Einkauf und Logistik



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### Profile

Further training institute, special areas: international purchasing, procurement and logistics. Implementation of in-house training with contents specially adapted to company needs as well as open seminars and courses. Special knowledge in international procurement management: setting up and organising an IPO (international purchasing office), training of employees in international purchasing and logistics activities.

*Year of foundation:* 1997  
*Employees:* 9  
*Training staff:* 6

### Certification/membership

Member of the Federal Association of Materials Management, Purchasing and Logistics (BME), Federal Association of German Consultants (BDU), German Supply Chain Management Organisation (BVL).

### Service offers

- Advice/consulting
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Companies that are active in Germany as well as abroad.

### Main topics

- Business management
- Commercial knowledge
- Management
- Materials management
- Purchasing

### International orientation

#### Languages

English, French.

#### Target markets

Services are already offered in: Austria, France, Netherlands, Switzerland.



## FernAcademy

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### Profile

We are the oldest private educational institute in Germany and the market leader in the field of state-certified remote learning programs for real estate, geared to estate agents, administrators, property developers, project developers, real estate assessment, building management etc. We offer further training via distance studies, partly in connection with local classes, for almost all areas of the real estate industry, from beginners to real estate management.

*Year of foundation:* 1987

*Employees:* 15

*Training staff:* 9

#### *Certification/membership*

Member of the CORENET Global (Corporate Real Estate Network), USA.

### Service offers

- Blended learning
- Company courses
- Distance learning
- Face-to-face tutorials in foreign countries in cooperation with local partners
- Face-to-face tutorials in Germany

#### *Target groups*

Specialists and executives in the real estate business.

#### *Main topics*

- Business management
- Commercial knowledge
- Company organisation
- Management
- Marketing
- Real estate

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in China.

Services can be offered in all countries in Middle and East Europe and Southeast Asia.

#### *Branch offices*

#### **Ireland**

FernAcademy, Dublin

## Festo Didactic GmbH & Co. KG



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### Profile

Festo Didactic develops solutions that increase learning success over the whole spectrum of manufacturing and process automation. From basic training to planning, controlling and operating complex, networked CIM systems and learning centres that are ready for operation:

- Curricula and qualification solutions,
- Planning and equipment of learning centres and training classrooms,
- Teacher training and further training,
- Commissioning and services,
- Seminars and consulting.

*Year of foundation:* 1965

*Employees:* 100/300

*Training staff:* Approx. 100

### Certification/membership

Certified acc. to DIN EN ISO 9001; member of the German-African Business Association, Worlddidac, National Association for Company Further Training (WKR), bw connected, German Publishers and Booksellers Association, German Didacta Association (DV), Worlddidac Quality Charter, Worldwide Promotionship e.V. (WPS/PTS).

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Companies, vocational schools, colleges, technical schools, technical colleges, universities, inter-company training institutes.

### Main topics

- CAM/CIM
- Control engineering
- Electrical engineering/electronics
- Hydraulics
- Maintenance/repair
- Manufacturing engineering
- Measurement/control engineering
- Mechanical engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Packaging technology
- Pneumatics

- Production engineering
- Quality engineering
- Safety/occupational engineering

### International orientation

#### Languages

Chinese on request, English, French, Italian, Russian on request, Spanish.

#### Target markets

Services are already offered in all countries worldwide.

#### Branch offices

52 branch offices, 15 sales representatives worldwide, more information at [www.festo.com](http://www.festo.com).



## "Friedrichsbad-Team" GmbH – Management-Training & Consulting

Werksstraße 15  
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www.friedrichsbad-team.de

Ms. Denise Reiß  
Seminar Organisation  
Tel. +49 (0)2324 5656-0  
reiss@friedrichsbad.de

### Profile

In our now almost 50-year tradition, we train and advise specialists and executives from nationally and internationally active companies of all industries. We help companies to make optimum use of their staff potential and to increase their competitiveness. We are reliable partners in all questions of personnel development and further training as well as competent consultants and problem-solvers for entrepreneurial challenges and problems.

*Year of foundation:* 1997  
*Employees:* 161  
*Training staff:* 153

### Service offers

- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Specialists and executives.

#### *Main topics*

- Advertising
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- Finance/accounting
- Human resources management
- Intercultural communication
- Law/taxation
- Management
- Marketing
- Office organisation
- Public relations
- Purchasing
- Quality management
- Sales
- Soft skills

### International orientation

#### *Languages*

English, French, Indonesian (test stage), Spanish.

#### *Target markets*

Services are already offered in: Greece, Indonesia (test stage), Spain, United Kingdom. Services can be offered Europe-wide, in all countries in South East Asia, United States.



## FUWE GmbH



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www.fuwe.de

Mr. Uwe Türschmann  
Managing Director  
Tel. +49 (0)2323 39907-0  
tuerschmann@fuwe.de

### Profile

We carry out all forms of seminars for very different target groups.

Management techniques, behaviour training etc. are just as much a part of day-to-day business as personnel certification on the basis of ISO/IEC 17024 and the corresponding standardisation documents for the IT area.

*Year of foundation:* 1995  
*Employees:* 33  
*Training staff:* 21

#### *Certification/membership*

Certified acc. to CERTQUA – Society of German Business for the Promotion and Certification of Quality Assurance Systems in Vocational Training, ISO/IEC 17024.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Companies and public authorities.

#### *Main topics*

- Administration
- Advertising
- Architecture
- Business management
- CAD/CAE
- Commercial knowledge
- Company organisation
- Databases
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Education/schooling
- Engineering drawing
- Event management
- Finance/accounting
- Human resources management

- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Management
- Marketing
- Materials management
- Multimedia
- Network technology
- Office organisation
- Operating systems
- Programming
- Public administration
- Public relations
- Purchasing
- Retail trade
- Sales
- Soft skills
- Telecommunications
- Wholesale trade

### International orientation

#### *Languages*

English, French, Polish, Russian.

#### *Target markets*

Services can be offered in all countries in Middle and East Europe.

#### *Branch offices*

##### **Poland**

Shortway Pl., Warsaw



Gesellschaft für Bildung und Beruf e.V.  
Institute for Training and Careers e.V.



## GBB Gesellschaft für Bildung und Beruf e.V.

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Mr. Bernd Schnittker  
Executive Director  
Tel. +49 (0)231 557217-0  
info@gbb-gruppe.de

### Profile

The Gesellschaft für Bildung und Beruf e.V. (Association for Training and Work) was founded in 1986 by Bernd Schnittker, Prof. Dr. Voß and other economists, sociologists and teachers who were active in adult education. For more than 19 years, GBB has stood for practical training and further training of specialists and executives in business. GBB also has placed main international emphases on Asia, Latin America and Eastern Europe. GBB is also active in China and maintains an office in Beijing.

*Year of foundation:* 1986  
*Employees:* 18  
*Training staff:* 14

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001:2001.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Small and medium-sized enterprises, specialists and executives, migrants.

#### *Main topics*

- Architecture
- Catering
- Commercial knowledge
- Construction
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Event management
- Finance/accounting
- Geriatric and nursing care
- Health care
- Heating technology
- Hotel industry
- Human resources management
- Information and communication technology (ICT)
- Insurance companies
- Intercultural communication
- Internet
- Languages
- Leisure
- Maintenance/repair
- Management
- Marketing
- Multimedia
- Office organisation
- People skills
- Public relations
- Quality management

- Retail trade
- Sales
- Social welfare
- Tourism
- Trade-fair/event technology
- Wholesale trade
- Wood

### International orientation

#### *Languages*

Chinese, Dutch, English, French, Indonesian, Italian, Russian, Spanish.

#### *Target markets*

Services are already offered in: Brazil, China, Poland, South Africa, Spain, Vietnam. Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### *Branch offices*

##### **China**

Gesellschaft für Bildung und Beruf e.V., Beijing

##### **Vietnam**

Gesellschaft für Bildung und Beruf e.V., Hanoi

## GBS – College of Technology and Business



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www.gbsleipzig.de

Mr. Xingqiao Du  
International Affairs  
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### Profile

The GBS-Fachschule für Technik und Wirtschaft (GBS College of Technology and Business) is a state-recognised technical school. The range of services of the GBS technical college and their GBS academy includes courses of study, additional qualifications, retraining courses and further training courses as well as company training courses.

We offer courses of study with the nationally recognised certificates „Staatlich geprüfte/r Betriebswirt/in“ (state-certified business administrator) in the subject area of business administration and „Staatlich geprüfte/r Techniker/in“ (state-certified engineer) in the subject areas of computer science, electrical engineering, heating, ventilation and air-conditioning technology (full-time 2 years, part-time 4 years). The admission requirements are a vocational degree and sufficient practical work experience.

The course of study enables the graduates to work in management positions in different branches. The GBS ensures the high level and the practical orientation of the studies through the selection of highly qualified lecturers with practical experience, the continuous modernisation of the technical equipment and

the intensive supervision of the students.

The GBS offers additional qualifications inclusive certificates from various manufacturers as well as commercial and technical trade associations. We also analyse the needs of our corporate customers and make them tailor-made training-offers.

*Year of foundation:* 1990  
*Employees:* 24  
*Training staff:* Permanent: 14;  
freelance: 31

### Certification/membership

State recognition of the Free State of Saxony, authorised training partner of EIBA, Adobe, Avid/Softimage, CISCO SYSTEMS Regional academy, IBM, Microsoft, SUN, Panasonic, Pinnacle, Datev; member of the Chamber of Commerce and Industry, Authorized Prometric Testing Centre (APTC).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials
- Training/project management

### Target groups

Enterprises, executives, people interested in vocational further training.

### Main topics

- Air conditioning technology
- Automation technology
- CAD/CAE
- CAM/CIM
- Commercial/administrative area/Management and Administration general
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Heating technology
- Intercultural communication
- IT- general
- Multimedia
- Photography/film technology
- Social welfare
- Ventilation technology

### International orientation

#### Languages

Chinese, Czech, English, Polish, Spanish.

#### Target markets

Services are already offered in: Cameroon, China, Czech Republic, Poland.  
Services can be offered Europe-wide.

#### Branch offices

#### China

GBS, Shenyang



## Gesellschaft für angepasste Bildung mbH

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Pedagogical Chief  
Tel. +49 (0)3843 213616  
petra\_edelmann@gmx.de

### Profile

The Gesellschaft für angepasste Berufsbildung (Society for Adapted Vocational Training – gab) is a limited liability company with headquarters in Güstrow and in Teterow. The firm was entered in the Registry of Companies in Rostock on September 1992 (HRB 5572). Ms. Margunde Langbecker, certified business economist, has been manager of gab since 1999 and has had sole power of representation since 01/01/2001. Ms. Petra Edelmann certified slavist has been Educational Director since June 2002. Our areas of activity are:

- training of employees in EDP, foreign languages, modern management, communication, industrial and organisational psychology;
- setting up new business, additional qualifications, accounting;
- teaching and social education, arranging employment;
- further training or retraining in hotel and restaurant occupations, nursing commercial and EDP field. We meet the specifications of the Labour Exchange, Ministries and Local Authorities als well as the requirements of target groups.

*Year of foundation:* 1992  
*Employees:* 15  
*Training staff:* 11

*Certification/membership*  
Certified acc. to DIN EN ISO 9001:2000; member of the Rostock Chamber of Commerce and Industry.

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Small and medium-sized enterprises, trainees, specialists and executives. Administration and authorities.

### Main topics

- Administration and commercial knowledge
- Business management
- CAD/CAE
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Education/schooling

- Finance/accounting and maths
- Geriatric and nursing care and medicine
- Health care/nutrition
- Hotel industry and catering
- Human resources management
- Information and communication technology (ICT)
- Law/taxation
- Office organisation
- Quality management
- Public relations/advertising
- Sales management
- Social welfare
- Tourism and languages
- Wholesale and retail trade

### International orientation

#### Languages

Russian, Spanish.

#### Target markets

Services are already offered in Spain.  
Services can be offered Europe-wide.

## Gesellschaft für berufliche Bildung Kalka mbH & Co. KG

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Mr. Manfred Hauptvogel  
Managing Director  
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### Profile

Qualifications and further training courses in the industrial/technical area, welder training, driving school, driving instructor training, initial training in the industrial/technical area and agriculture, training measures, profiling, arrangement of seasonal employment, projects, qualification in the area of renewable primary products and the material and energy utilisation of renewable primary products, company further training courses in all industries, rural further training, German language courses, college of technicians for training as a state-certified graduate in business management, state-certified technician for electrical engineering and state-certified technician for metal technology.

*Year of foundation:* 1990  
*Employees:* 55  
*Training staff:* 40

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000; member of the Association of German Private Schools (VDP), Learning Regions.

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Distance learning
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

### Target groups

Small and medium-sized enterprises, specialists and executives.

### Main topics

- Agriculture
- Automotive engineering
- Business management
- CAD/CAE
- Catering
- Construction
- Control engineering
- Driving school
- Electrical engineering/electronics
- Energy supply industry
- Engineering drawing
- Finance/accounting
- Hotel industry
- Hydraulics
- Languages
- Locksmithing
- Logistics
- Maintenance/repair
- Management
- Manufacturing engineering

- Marketing
- Mechanical engineering
- Metal engineering
- Metal-working industry
- Plastic
- Pneumatics
- Renewable energy
- Safety/occupational engineering
- Traffic engineering
- Traffic system and shipping
- Welding technology

### International orientation

#### Languages

English, Russian.

#### Target markets

Services are already offered in: Russia, Ukraine.

Services can be offered in all countries in Middle and East Europe, and Southeast Asia.



## Gesellschaft für Personalentwicklung und Bildung mbH (GPB Educational Group)

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D- 13187 Berlin  
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Fax +49 (0)30 47033399  
pankow@gpb-berlin.de  
www.gpb-berlin.de

Mr. Michael Schulze  
Director of Marketing and  
Foreign Countries  
Tel. +49 (0)30 47033266  
michael@gpbchina.com

### Profile

The Gesellschaft für Personalentwicklung und Bildung (Society for Human Resources Development and Training) provides qualifications in the areas of IT, media and in commercial occupations in the form of further training and retraining courses. In addition, we coach and find jobs for specialists and develop training on demand for companies and organisations. At present, we are cooperating with private and state training providers in the region of southern China.

*Year of foundation:* 1993  
*Employees:* 20  
*Training staff:* 100

#### *Certification/membership*

Member of the Association of German Private Schools (VDP).

### Service offers

- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Vocational schools as well as their students and teachers.

#### *Main topics*

- Advertising
- Business management
- Commercial knowledge
- Company organisation
- Databases
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Education/schooling
- Finance/accounting
- Information and communication technology (ICT)
- Internet
- Marketing
- Multimedia
- Network technology
- Office organisation
- Operating systems

- Paper
- Printing
- Programming
- Public relations
- Retail trade
- Sales
- Soft skills
- Telecommunications
- Wholesale trade

### International orientation

#### *Languages*

Chinese, English, Italian, Russian.

#### *Target markets*

Services are already offered in China.

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### *Cooperation partners*

#### **China**

Anthem TC, Shenzhen

## Gesellschaft für Schweißtechnik International mbH (GSI) (German Welding Institute)



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D- 40223 Düsseldorf  
Tel. +49 (0)203 3781-211  
Fax +49 (0)203 3781-228  
hildebrand@slv-duisburg.de  
www.gsi-mbh.de

Mr. Wolfgang Hildebrand  
Director of Public Relations  
Tel. +49 (0)203 3781-211  
hildebrand@slv-duisburg.de

### Profile

The Gesellschaft für Schweißtechnik International mbH (GSI) is a competent partner in all areas of welding and testing engineering.

With practical and theoretical training in all welding and test methods, quality assurance, materials application technology and process engineering, the GSI has the largest range of training programmes for welding engineering in the world. In addition, we provide you with experts who advise on all questions concerning training, research, consulting, problems, safety and quality in welding.

<i>Year of foundation:</i>	1926
<i>Employees:</i>	460
<i>Training staff:</i>	170

### Certification/membership

Member of the German Welding Society (DVS).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)

- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- International diplomas by IIW (International Institute of Welding)
- Teaching/learning aids
- Training/project management

### Target groups

All companies of the metal branch.

### Main topics

- Automotive engineering
- Construction
- Corrosion protection
- EDP applications (Office, ECDL)
- Hydraulics
- Laser technology
- Locksmithing
- Maintenance/repair
- Manufacturing engineering
- Materials engineering/testing
- Mechanical engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Precision engineering
- Process engineering
- Quality engineering
- Safety/occupational engineering
- Welding technology

### International orientation

#### Languages

English, Russian.

#### Target markets

Services are already offered in: Bulgaria, China, Cuba, Egypt, Estonia, Ethiopia, France, Greece, Indonesia, Iran, Italy, Korea (Republic), Latvia, Lithuania, Macedonia, Malaysia, Portugal, Romania, Russian Federation, Serbia and Montenegro, Spain, Sudan, Turkey.

Services can be offered Europe-wide and in all countries in Southeast Asia and Middle East.

#### Branch offices

##### Czech Republic

SW Praha s.r.o., Prague

#### Cooperation partners

##### China

WTI Welding Training Institute, Harbin

##### Iran

FAN Awar Welding, Teheran

##### Korea (Republic)

Hanbat National University, Taejon



GET German Education and Training GmbH

## GET German Education and Training GmbH

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### Profile

Fields of work: basic, secondary and higher education, vocational and further training, continuing education, informal training.

Services: feasibility studies and project formulation, employment and labour market analyses, training needs analyses, advice to educational and training institutes, curriculum development, teacher training, train-the-trainer, market-oriented training, technology transfer and networking, specialist conferences and study tours.

*Year of foundation:* 1987  
*Employees:* 12  
*Training staff:* 4

### Service offers

- Advice/consulting
- Coaching
- Face-to-face tutorials
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

Training administration, teachers, instructors, pupils, students, trainees, adults; unemployed and employed people.

#### Main topics

- Administration
- Automation technology
- Automotive engineering
- Commercial knowledge
- Control engineering
- Databases
- Disaster control
- EDP applications (Office, ECDL)
- Education/schooling
- Electrical engineering/electronics
- Energy supply industry
- Engineering drawing
- Environmental engineering
- Finance/accounting
- Hotel industry
- Human resources management
- Hydraulics
- Information and communication technology (ICT)
- Intercultural communication
- Law/taxation
- Maintenance/repair
- Manufacturing engineering
- Marketing
- Mechatronics
- Metal engineering
- Pneumatics
- Printing
- Production engineering
- Public administration
- Public relations
- Quality engineering
- Renewable energy
- Safety/occupational engineering
- Sanitary technology

- Social welfare
- Textiles
- Tourism
- Water supply industry
- Welding technology

### International orientation

#### Languages

English, French, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: Albania, Brazil, Bulgaria, China, Croatia, Egypt, El Salvador, Honduras, Kuwait, Libya, Macedonia, Malaysia, Morocco, Poland, Portugal, Uganda.

Services can be offered in all countries worldwide.

#### Branch offices

##### Brazil

GET, Mr. Bernhard Kock, Salvador da Bahia

##### Honduras

GET, Dr. Lutz Liebscher, Tegucigalpa

##### Uganda

GET, Mr. Helmut Heinen, Kampala

#### Cooperation partners

##### Poland

DORADCA Consultans Ltd., Mr. Jaroslaw Zysnarski, Gdynia



## GFBM Gesellschaft für berufsbildende Maßnahmen e.V.

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### Profile

The Gesellschaft für berufsbildende Maßnahmen (Society for Vocational Training Measures - GFBM e.V.) is a training provider with a range of offers in the areas of education, vocational training and consulting. As a socially responsible company, GFBM e.V. pursues the goal of integrating people in a meaningful job or training program. As an intercultural training institution, GFBM e.V. has become a link between people of German and non-German origin. With its offers for language learning as well as vocational training and integration, GFBM e.V. supports children, youths and adults on their way to social, academic, vocational and economic integration.

*Year of foundation:* 1992  
*Employees:* 120  
*Training staff:* 70

#### Certification/membership

Certified acc. to Learner-Oriented Quality Testing in Further Training - LQW; member of the Bundesarbeitsgemeinschaft Arbeit (BAG), Berliner Verband für Arbeit und Ausbildung (bvaa).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Integration courses
- Language courses (German as a foreign language)
- Training/project management
- Non-vocational further training
- Vocational and further training, retraining

#### Target groups

Trainees, SME, public administration and authorities, other self-payers.

#### Main topics

- Air conditioning technology
- Automotive engineering
- Business management
- Catering
- Commercial knowledge
- Construction
- Distribution
- EDP applications (Office, ECDL)
- Fashion
- Food/luxury food production
- Geriatric and nursing care
- Heating technology
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Languages
- Locksmithing
- Marketing
- Mechatronics

- Metal engineering
- Multimedia
- Network technology
- Operating systems
- Painting/enamelling
- Personal hygiene/cosmetics
- Preservation/protection of historical monuments
- Printing
- Public relations
- Quality management
- Retail trade
- Sales
- Sanitary technology
- Social welfare
- Soft skills
- Tourism
- Welding technology
- Wholesale trade
- Wood

### International orientation

#### Languages

Chinese, English, French, Italian, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: China, Poland.  
Services can be offered Europe-wide, in all countries in Southeast Asia.

#### Branch offices

##### Poland

ECEO - European Educational Centre, Opole



## gpdM mbH

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Mr. Markus Kamann  
Managing Director  
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### Profile

gpdm mbH has become established as a larger consulting firm in the field of training. Since 1997 we have assisted approx. 550 companies, 45 schools, academies and ministries.

gpdm has experience

- in creating independent training and further training networks (three-part system)
- in the field of human resources development, incl. train-the-trainer programs
- in creating, advising and managing the quality of training institutes and schools.

The focus here is on the training and further training of specialists according to the German model (chamber of commerce and industry certificate) in the fields of metal-working, mechanical engineering, motor vehicles and energy-saving construction.

Information on the concept

BANG:

[www.gpdm.de/bang.html](http://www.gpdm.de/bang.html)

*Year of foundation:* 1997

*Employees:* 29

*Training staff:* 14

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Face-to-face tutorials
- Human resources
- Organisation development
- Project management
- Training

#### *Target groups*

Colleges and vocational schools, small and medium-sized enterprises, public administration and authorities, specialists and executives, trainees.

#### *Main topics*

- CAM/CIM
- Energy supply industry
- Environmental engineering
- Manufacturing engineering
- Mechanical engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Renewable energy
- Ventilation technology

### International orientation

#### *Languages*

Chinese, English.

#### *Target markets*

Services are already offered in China.

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### *Branch offices*

##### **China**

BANG China, Longxin Zhang, Beijing

#### *Cooperation partners*

##### **Netherlands**

VAPRO-OVP, Drs. Theo Seip, Leidschendam

## Handwerkskammer Bildungszentrum Münster (HBZ Münster)



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### Profile

With its approx. 2000 training places, 37 classrooms and computer rooms, around 60 workshops and 240 boarding-school places, the Training Centre of the Münster Chamber of Handicrafts - HBZ is one of the largest training institutes for trades in Germany. Our goal is to provide trade apprentices, journeymen and masters as well as interested people from other areas of business with the qualifications they need for their vocational future through a comprehensive, state-of-the-art range of training and further training courses: industrial/technical and commercial courses and an extensive range of seminars in the areas of media technology, environmental protection and business management. Workshops with the most state-of-the-art equipment, highly qualified specialist staff and individual offers for consulting and services have earned the HBZ Münster a good international reputation and cooperation partners throughout Europe. Since 2004, the HBZ Münster has had a demonstration centre for construction and energy that is unique in Europe. It is an information and communication platform that makes all people involved in con-

struction aware of new construction technologies and ecological building materials.

*Year of foundation:* 1978  
*Employees:* 120  
*Training staff:* 60

*Certification/membership*  
Certified acc. to DIN EN ISO 9001.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Conference and seminar centre
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Guesthouse

*Target groups*  
Trainees, specialists and executives, small and medium-sized enterprises in trade and other industrial sectors.

*Main topics*

- Architecture
- Automotive engineering
- Business management
- Construction
- Dental technology
- Design in trades

- E-business, e-commerce
- Ecological construction
- Electrical engineering
- Energy supply industry
- Fashion
- Heating technology
- Hydraulics
- Manufacturing engineering
- Mechanical engineering
- Mechatronics
- Metal engineering
- Network technology
- Painting/enamelling
- Printing
- Renewable energy
- Sanitary technology
- Welding technology
- Wood

### International orientation

*Languages*  
English.

*Target markets*  
Services are already offered in: Finland, Italy, Netherlands, Poland, Russian Federation.

*Cooperation partners*

**Netherlands**  
ROC - Regional Opleiding Centre-Oost-Nederland, Hengelo

**Russian Federation**  
Centre of apprenticeship and advanced training, Kostroma



## Handwerkskammer Dortmund (Dortmund Chamber of Skilled Crafts and Small Business)

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### Profile

The Chamber in Dortmund represents small and medium-sized companies from the region within the areas of politics and the business.

In our training centres we offer instruction in multimedia lecture rooms, specialised seminar rooms and at more than 400 workshop workstations for more than 60 trades, ranging from courses for vocational promotion up to courses for Master Craftsmen. The main training focus lies in the areas of motor vehicle, electrical, plastics and metallurgical engineering as well as EDP and management.

The Dortmund Chamber of Skilled Crafts and Small Business has been engaged in international projects since the eighties. It pushes international co-operation ahead, promotes world-wide business contacts, supplies experts for international projects and accomplishes/implements international vocational training projects. The Dortmund Chamber keeps in touch with organisations in Costa Rica, France, Cuba, Mexico, Russia, Spain, Turkey and Hungary for example.

*Year of foundation:* 1900  
*Employees:* 235  
*Training staff:* Permanent: 95;  
freelance: approx. 137

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000; member of the German Confederation of Skilled Crafts and Small Businesses (ZDH).

### Service offers

- Adaptation of the courses to different needs (further vocational training)
- Advice/consulting
- Blended learning
- Company courses
- E-learning (CBT/WBT)
- Teaching/learning aids
- Training/project management

### Target groups

SME's – entrepreneurs, managers, employees; apprentice organisations/institutions/associations/professional associations of small and medium-sized enterprises.

### Main topics

- Administration/SME representation
- Automotive engineering
- Business management
- CAD/CAE
- Company organisation

- Corrosion protection
- Dental technology
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Erection of scaffolding
- Heating technology
- Information and communication technology (ICT)
- Internet
- Management
- Marketing
- Metal processing
- Multimedia
- Operating systems
- Optics/optical technology
- Plastic
- Quality management
- Renewable energy
- Sanitary technology
- Welding technology

### International orientation

#### Languages

English, Spanish.

#### Target markets

Services are already offered in: China, Costa Rica, Cuba, Hungary, Mexico, South Africa. Services can be offered in all countries worldwide.

## Handwerkskammer für München und Oberbayern (Chamber of Handicrafts for Munich and Upper Bavaria)

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### Profile

The Handwerkskammer für München und Oberbayern (Chamber of Handicrafts for Munich and Upper Bavaria) is the legal representative of the trades in the administrative district of Upper Bavaria. All employers who legitimately practice a trade or similar business in the region of the chamber as well as their journeymen and apprentices are members of the chamber by virtue of law. Its main tasks are:

- representation of the interests of all the trades in the chamber district,
- economic support of the trades in all relevant areas,
- law enforcement and fulfilment of the self-administration responsibilities of the trades,
- courses and seminars in 7 training centres in Upper Bavaria.

*Year of foundation:* 1900  
*Employees:* 290  
*Training staff:* Approx. 100

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000 (CERTQUA).

### Service offers

- Blended learning
- Face-to-face tutorials in foreign countries/Germany
- Teaching/learning aids
- Training/project management

### Target groups

Small and medium-sized enterprises, trainees, specialists and executives.

### Main topics

- Advertising
- Art
- Automotive engineering
- Business management
- CAD/CAE
- Commercial knowledge
- Construction
- Control engineering
- Dental technology
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Finance/accounting
- Food/luxury food production
- Heating technology
- Human resources management
- Hydraulics/pneumatics
- Information and communication technology (ICT)
- Locksmithing
- Maintenance/repair
- Management
- Manufacturing engineering

- Marketing
- Measurement/control engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Network technology
- Office organisation
- Painting/enamelling
- Precision engineering
- Production engineering
- Public relations
- Quality engineering
- Quality management
- Renewable energy
- Safety/occupational engineering
- Sanitary technology
- Telecommunications
- Ventilation technology
- Welding technology
- Wood

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in: Bosnia and Herzegovina, Croatia, Hungary, Macedonia, Serbia and Montenegro, Slovenia. Services can be offered Europe-wide and in all countries in Middle East.

#### Cooperation partners

in Croatia and Slovenia.



**Handwerkskammer**  
Hildesheim-Süd-niedersachsen

## Handwerkskammer Hildesheim-Süd-niedersachsen (Craft Chamber Hildesheim-Süd-niedersachsen)

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Training  
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### Profile

The Handwerkskammer Hildesheim-Süd-niedersachsen (Craft Chamber Hildesheim-Süd-niedersachsen) represents the interests of 7,465 companies with approx. 56,000 employees in its district. In addition to a comprehensive range of consulting and information services in the areas of trade law, training consulting and testing systems, as well as company, environmental and technology consulting, the chamber operates a modern vocational training centre in which approx. 10,000 people receive basic, advanced and further training each year. The vocational training centre uses 64 different technical workshops, 35 classrooms and a modern EDP centre. The vocational training centre is, among other things, a recognised training centre of the German Welding Society, the Institute of Plastics Processing and the German Confederation of Gas and Water Technology. Furthermore, the training centre offers a boarding school with 400 beds and a canteen. This allows our out-of-town guests to participate in our training offers as conveniently as possible. In addition to complete training solutions, the training centre can naturally also develop

and implement individual, made-to-measure training concepts as well as certify them with the chamber's own testing system.

<i>Year of foundation:</i>	1900
<i>Employees:</i>	143
<i>Training staff:</i>	81

*Certification/membership*  
Certified acc. to DVS PERSZERT acc. to DIN EN 45023, DIN EN ISO 9001:2000 (in development, certification by late 2005).

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- Face-to-face tutorials in Germany
- Training/project management

*Target groups*  
Specialists and executives, enterprises, trainees.

- Main topics*
- Automotive engineering
  - Business management
  - CAD/CAE
  - Commercial knowledge
  - Construction
  - Control engineering
  - EDP applications (Office, ECDL)
  - Electrical engineering

- Engineering drawing
- Food/luxury food production
- Heating technology
- Hydraulics and Pneumatics
- Information and communication technology (ICT)
- Measurement/control engineering
- Metal
- Painting/enamelling
- Plastics
- Preservation/protection of historical monuments
- Sanitary technology
- Welding technology

### International orientation

*Languages*  
English.

*Target markets*  
Services are already offered in: France, Italy, Netherlands, Poland, Sudan, Tanzania. Services can be offered Europe-wide, in all countries in Southeast Asia, Middle East.

*Cooperation partners*

**China**  
Jilin Mechanical & Electrical Engineering School  
Yizheng Industrial School  
Taiyuan City Higher Profession School of Commercial Trade Economy

## Handwerkskammer Koblenz



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Managing Director  
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koblenz.de

### Profile

The Koblenz Chamber of Handwerk is a self-administrative organisation of Handwerk (small and medium-sized enterprises and skilled crafts). It is involved in various international technical education networks and has sub-offices or partners in many European, Asian and American countries. Welding engineering, material, constructional, electrical and plastics engineering, laser and many other new emerging technologies are main competencies of the ten training and technology centres of the Chamber.

*Year of foundation:* 1900  
*Employees:* Approx. 220  
*Training staff:* Approx. 70

#### Certification/membership

Certified acc. to different national and international rules; member of the German Federal Organisation of Skilled Crafts (DHKT), German Welding Society (DVS).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

Businesses and specialists/executives from trade or medium-sized business, generally qualification participants in different technical/commercial areas.

#### Main topics

- Business management
- CAD/CAE
- EDP applications (Office, ECDL)
- Finance/accounting
- Industrial/technical area general
- Internet
- Management
- Marketing
- Office organisation
- Operating systems
- Personal hygiene/cosmetics
- Social and health services in general

### International orientation

#### Languages

Bulgarian, Dutch, English, French, Italian, Russian, Serbo-Croatian, Spanish.

#### Target markets

Services are already offered in chosen countries in East Europe, Southeast Asia, Africa and in the Middle East, United States. Services can be offered worldwide.



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Dr. Christoph Andreae  
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### Profile

A leading institution for further/vocational education and training of specialists and executives from the technical fields, natural sciences, medicine, economics and law. It has cooperation agreements with some of the leading universities and can draw upon the expertise of more than 5,000 lecturers from the academia, business, industry and research institutions for its annual calendar of more than 2,000 practice-oriented seminars, courses, Master's programmes, conferences and conventions.

*Year of foundation:* 1927  
*Employees:* 70  
*Training staff:* External lecturers

#### *Certification/membership*

Member of the National Association for Vocational Further Training (WKR), and an external institute of the RWTH Aachen (Rhine-Westphalian Technical University).

### Service offers

- Face-to-face tutorials in Germany and abroad
- In-house courses

#### *Target groups*

Specialists and executives from industry, technical fields, business and administration, universities and research institutes.

#### *Main topics*

- Biology/biotechnology
- Business management/commerce
- CAD/CAE, engineering/technical draughtmanship
- Chemistry
- Distribution
- EDP applications (Office, ECDL)
- Finance/accounting
- German as a foreign language, other languages
- Health care
- Human resources management
- Intercultural competencies
- Internet, new media, multi-media
- IT - general
- Languages
- Law/taxation
- Management
- Marketing
- Materials management/purchasing

- Medicine
- Network technology
- Office administration
- Office organisation
- Operating systems
- Physics
- Quality management
- Real estate
- Sales
- Soft skills
- Transport, logistics, traffic

### International orientation

#### *Languages*

Chinese, English, French, Italian, Japanese, Spanish.

#### *Target markets*

Services are already offered Europe-wide and in all countries in Central and South America, China, Republic of Korea, Libya, Russian Federation. Services can also be offered in other countries worldwide.

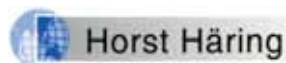
#### *Cooperation partners*

#### **Poland**

Haus der Technik, Hindenburg/  
Zabrze



## Horst Häring Consulting & Communications



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### Profile

Institute with international experience in personnel development, 80% of all measures have been carried out in English. Practical approach to dealing with content. Comprehensive needs analysis prior to training measure. All trainers are experienced in various sectors of industry and use a practical approach to allow easy access to theory. Success means achieving objectives. Experience in following sectors: wholesale and retail (foodstuffs, fashion etc.), automobile and automotive industry, associations.

International experience in the following regions: Asia/Pacific, Middle East, Europe.

*Year of foundation:* 1996

*Employees:* 7

*Training staff:* Permanent: 6;  
freelance: 12

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

SME's or business units of bigger corporations, management and executives.

#### *Main topics*

- Banks
- Company organisation
- Distribution
- Hotel business
- Human resources management
- Intercultural communication
- Languages
- Leadership
- Marketing
- Office organisation
- Presentation and facilitation
- Retail trade
- Sales
- Soft skills
- Train-the-trainer
- Wholesale trade

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: Australia, Austria, Brunei, Bulgaria, China (Hong Kong), Indonesia, Japan, Korea (Republic), Malaysia, New Zealand, Singapore, Switzerland, Taiwan, Thailand, Turkey, United Arab Emirates (Dubai), United Kingdom. Services can be offered Europe-wide, in all countries in South East Asia and Middle East.

#### *Cooperation partners*

#### **Malaysia**

German Business Pool (M) Sdn Bhd, Kuala Lumpur



## hps SystemTechnik Lehr- + Lernmittel GmbH

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### Profile

hps SystemTechnik has developed, produced and marketed teaching and learning aids for the field of electrical engineering since 1971. We have been one of the leading German manufacturers in the training and further training industry for several decades now.

Our product range is divided into the following subject areas:

- basics of electrical engineering,
- digital technology,
- installation technology/protection technology/building automation,
- contactor control,
- drive engineering/electrical machines,
- control engineering/power electronics,
- automation technology/mechatronic systems,
- communications engineering.

*Year of foundation:* 1971

*Employees:* 50

*Training staff:* 3

### *Certification/membership*

Member of the German Didacta Association (DV), Worlddidac Association.

### Service offers

- Advice/consulting
- Face-to-face tutorials at customer's site
- Face-to-face tutorials at hps training facilities
- Teaching/learning aids

### *Target groups*

Vocational training institutes, technical colleges, universities.

### *Main topics*

- Automation technology
- Communications engineering
- Control engineering
- Electrical engineering/electronics
- Installation technology
- Power electronics

### International orientation

#### *Languages*

English, Spanish, French, Russian.

#### *Target markets*

Services are already offered all over the world.

#### *Cooperation partners*

In Austria, Ecuador, Iran, Spain and Turkey. Names and addresses of partners on request.

## hr TEAM International

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### Profile

Active in the area of behavioural training, consulting, concept development, personnel development, personnel recruitment, management auditing etc. hr TEAM works throughout Europe with leading companies in industry, commerce and administration.

As a member of the ELDA Group, hr TEAM is able to take on customer projects in the area of training and consulting in Europe and throughout the world.

Worldwide project management is possible through ELDA (European Leadership Development Alliance), [www.elda-international.com](http://www.elda-international.com).

*Year of foundation:* 1970

*Employees:* 108

*Training staff:* 40 plus ELDA consultants and trainers

### *Certification/membership*

Member of the Bundesverband Federal Association of German Consultants (BDU), Federal Association of Sales Promoters and Trainers (BDVT), American Society for Training and Development (ASTD).

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### *Target groups*

Sales employees, key accounts, management at all levels.

### *Main topics*

- Distribution
- Human resources management
- Intercultural communication
- Management
- Marketing
- Purchasing
- Sales
- Soft skills

### International orientation

#### *Languages*

Czech, English, French, Italian, Polish, Russian, Scandinavian languages, Spanish.

#### *Target markets*

Services are already offered Europe-wide and in the United States.

#### *Branch offices*

#### **Belgium**

hr TEAM International Benelux, Antwerpen-Wilrijk

#### **Italy**

hr TEAM International Italia, Milano

#### **United Kingdom**

hr TEAM UK Ltd., Heathfield



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### Profile

Health, beauty and management are the three fields in which IBB is active. We offer training courses for the occupations of medical documentation assistant, podiatrist, cosmetician and social assistant as well as vocational further training in the above-mentioned fields. The IBB GmbH is in charge of several projects of the European Union.

*Year of foundation:* 1995  
*Employees:* 29  
*Training staff:* 14

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001:2000; member of the Association of German Private Schools (VDP), National Association of Medium-Sized Enterprises (BVMW).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Qualified employees, lecturers, instructors, trainees, small and medium-sized enterprises.

#### *Main topics*

- Business management
- Commercial knowledge
- Databases
- Education/schooling
- Finance/accounting
- Health care
- Home economics
- Human resources management
- Hygiene
- Intercultural communication
- Internet
- Languages
- Leisure
- Management
- Marketing
- Medicine
- Nutrition
- Office organisation
- Personal hygiene/cosmetics
- Pharmaceuticals
- Physics
- Programming
- Quality management
- Social welfare
- Soft skills
- Sports
- Tourism
- Trade-fair/event technology
- Wellness

### International orientation

#### *Languages*

Czech, English, Russian.

#### *Target markets*

Services are already offered in the Czech Republic. Services can be offered in all countries in West Europe and in all countries in Middle and East Europe.

#### *Cooperation partners*

##### **Czech Republic**

Stržební odborná škola obchodu, Karlovy Vary

##### **France**

Ecoles de Langues et. Communication, Annecy-Le-Vieux

##### **Hungary**

Országos Kozmetikus Ipartestület, Budapest

##### **Italy**

Networking education Training, Roncaglia

##### **Lithuania**

Daivos Kaskienes Kosmetikos Salonas, Kaunas

##### **Sweden**

Kunskapscentrum, Landskrona

##### **United Kingdom**

Kilmarnock College, Kilmarnock  
 Bell College of Technology, South Lanarkshire  
 Eurostaff, Stafford

## IBC Academy International Business Communication GmbH



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Relationship Manager  
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### Profile

The IBC Academy, an institution for professional and management education, with headquarters in Germany and partners worldwide, has efficiently and individually accompanied corporations on the road to globalisation for over 10 years. The IBC Academy is proud to be the partner of Deutsche Bank, Learning and Development in Germany. Examples of services offered: International Management Development, Cultural Audits, International Assignment Support/Repatriation, Cross Cultural Trouble Shooting.

*Year of foundation:* 2000  
*Employees:* 5  
*Training staff:* trainer pool 350

#### *Certification/membership*

Member of the American Chamber of Commerce, American Business Club.

### Service offers

- Blended learning
- Coaching
- Company courses
- Consulting
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### *Target groups*

Specialists, managers, public administration, public authority, medium-sized businesses.

#### *Main topics*

- Banking
- Human resources management
- Insurance companies
- Intercultural communication
- Management
- Marketing
- Soft skills

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: China, Egypt, Ireland, Serbia and Montenegro, United Kingdom. Services can be offered Europe-wide, in all countries in Southeast Asia, Middle East.



## ibo Beratung und Training GmbH

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### Profile

ibo Beratung und Training GmbH (ibo Consulting and Training) stands for experts in the subjects of organisation, project management and change management. We move, we connect, we change, we develop – always in an integral way, so that strategy, structure, culture and technology are combined in a full, logical overall concept.

Transferring know-how is important to us.

- We only offer our customers what they really need. We have learned to listen to them closely.
- We offer a long-term partnership with you and support you in a lasting way whenever you feel it is needed.
- We count on highly qualified and motivated staff who provide top quality and friendly service.

The practical experience of our employees make us especially in the fields of

- Banks and insurance companies
  - Public administration
  - Savings banks
- to competent partners for your changes in the future.

*Year of foundation:* 1982  
*Employees:* Permanent: 41;  
freelance: 30  
*Training staff:* 59

### Certification/membership

Certified acc. to DIN EN ISO 9001; member of the Federal Association of German Consultants (BDU).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Project managers and project staff; internal and external (organisation) consultants; employees and executives from specialist departments who are responsible for project tasks; organisers and system developers; employees from staff departments.

### Main topics

- Business management
- Human resources management
- Management

- Office administration
- Office organisation
- Quality management
- Soft skills

### International orientation

#### Languages

English, French.

#### Target markets

Services are already offered in: Switzerland.

Services can be offered in Belgium, Czech Republic, Denmark, France, Hungary, Italy, Luxembourg, Netherlands, Poland, United Kingdom, United States.

#### Cooperation partners

##### Switzerland

ibo Schweiz AG (consulting firm in Switzerland)

SGO Training AG

## IFH® Aktiengesellschaft



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### Profile

IFH® Aktiengesellschaft (IFH public limited company) is an international service-provider for service companies of all industries and has been the market leader in the field of hotel business and tourism since 1989. At IFH® you utilise the know-how of experts with many years of experience, who provide you with very practically-oriented and measurable profit solutions in the areas of business management, further training and sales/marketing.

*Year of foundation:* 1989  
*Employees:* 100  
*Training staff:* 25

#### *Certification/membership*

Member of the Hospitality Sales & Marketing Association (HSMA).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Basic workers, specialists and executives from the hotel, catering, tourism and healthcare industries.

#### *Main topics*

- Advertising
- Catering
- Communication
- Distribution
- Geriatric and nursing care
- Health care
- Hotel industry
- Management
- Marketing
- Office organisation
- Public relations
- Quality management
- Sales
- Service-attitude
- Tourism

### International orientation

#### *Languages*

Cantonese, English, French, Japanese, Mandarin, Spanish, Turkish.

#### *Target markets*

Services are already offered in: Austria, Bahrain, Lebanon, Saudi Arabia, Singapore, Switzerland, United Arab Emirates, United States.

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### *Branch offices*

##### **Singapore**

IFH® Singapore office

##### **United Arab Emirates**

IFH® Dubai office

##### **United States**

IFH® Miami office, Florida

#### *Cooperation partners*

##### **Austria**

ETB Edinger Tourismusberatung GmbH, Vienna

##### **United States**

IdeaS Revenue Optimization, Bloomington, Minnesota



## IGL GmbH

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### Profile

IGL GmbH Personal- und Organisationsentwicklung (IGL GmbH Human Resources and Organisational Development) develops and implements in-house seminars and workshops with methods for activating participants, especially in the areas of management and leadership, customer orientation for executives, teams and employees, marketing and sales, team development and personality training, specialisation: train-the-trainer systems with complete seminar packages for developing entire organisations.

*Year of foundation:* 1986

*Employees:* 5 plus pool of freelancers

*Training staff:* 4

### Service offers

- Coaching
- Company courses
- Distance learning
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### *Target groups*

Managers and employees in medium-sized and large retail and service enterprises, hospitals, old people's homes.

#### *Main topics*

- Administration
- Clothing
- Commercial knowledge
- Fashion
- Health care
- Human resources management
- Intercultural communication
- Management
- Marketing
- Personal hygiene/cosmetics
- Public administration
- Quality management
- Retail trade
- Sales
- Soft skills
- Textiles
- Wholesale trade

### International orientation

#### *Languages*

Dutch, English, Italian, Polish, Russian.

#### *Target markets*

Services are already offered in: Austria, China, Hungary, Italy, Poland, Russia.

Services can be offered Europe-wide, in all countries in Southeast Asia, USA.

#### *Cooperation partners*

#### **China**

The Sustainomics Group, Beijing

#### **Hungary**

Kreorg Oktatoközpont, Budapest



## IHK-BildungsZentrum Südlicher Oberrhein GmbH

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### Profile

As one of the largest training providers in the region, the IHK-BildungsZentrum Südlicher Oberrhein (Training Center of the Southern Upper Rhine Chamber of Commerce and Industry) sets standards for vocational training and further training in Offenburg and Freiburg. According to the motto "Good to know", numerous lecturers guarantee practical contents in over 300 courses.

- Knowledge for the next career step! In accompanying measures and training courses, the BildungsZentrum also provides specific training for employees at companies.

*Year of foundation:* 1977

*Employees:* 26

*Training staff:* Freelance: 200

### Certification/membership

Member of the Marketing Club Ortenau, Vocational Training Working Group of Ortenau and Freiburg.

### Service offers

- Coaching
- Company courses
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Commercial and technical employees, specialists and executives.

### Main topics

- Advertising
- Automation technology
- Business management
- CAD/CAE
- Commercial knowledge
- Company organisation
- Control engineering
- Databases
- Distribution
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Finance/accounting
- Fitness
- Human resources management
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Languages

- Law/taxation
- Logistics
- Management
- Marketing
- Materials management
- Mathematics
- Multimedia
- Network technology
- Office organisation
- Operating systems
- Pneumatics
- Production engineering
- Programming
- Purchasing
- Quality engineering
- Quality management
- Sales

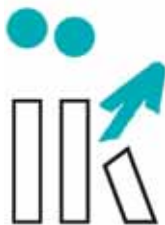
### International orientation

#### Languages

English, French, Spanish.

#### Target markets

Services are already offered in: France, Switzerland.  
Services can be offered Europe-wide.



## IIK Düsseldorf e.V.

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### Profile

The Institut für Internationale Kommunikation (IIK Düsseldorf e.V.) in Zusammenarbeit mit der Heinrich-Heine-Universität (Institute for International Communication in Cooperation with the Heinrich Heine University) stands for transfer between college and industry. It supports the internationalisation of Düsseldorf as a business location with its services and promotional funds. IIK offers foreign language courses for college students and professional people, with special emphasis on German courses, and also holds numerous examinations as a licensed test centre.

*Employees:* 25  
*Training staff:* 15

#### Certification/membership

Member of the Association of language centres, language teaching institutes and institutes of foreign languages (AKS), German Society for Academic Training (DGWF), Professional Association for German as a Foreign Language (FaDaF).

### Service offers

- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in German
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

German teachers, educational institutes, college students, college applicants.

#### Main topics

- Intercultural communication
- Languages
- Marketing

### International orientation

#### Languages

English, French.

#### Cooperation partners

##### China

Hong Kong Baptist University, Hong Kong

##### Japan

Nagasaki University of Foreign Studies, Nagasaki

##### Korea (Republic)

Hanyang University, Ansan

##### Russia

College for Technology and Services, Ufa

##### United States

American Association of Teachers of German, Cherry Hill NJ

## ILT Integrierte-Lerntechnologie



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### Profile

ILT Integrierte Lern-Technologie GmbH (ILT Integrated Learning Technology), Cologne produces complete training concepts with the blended learning approach and implements them mainly for large enterprises. Our customers include renowned enterprises and institutions within Europe. ILT GmbH is thus one of the leading suppliers in the German market when it comes to the further training of employees in the area of IT, product, language or behaviour training.

*Year of foundation:* 1996  
*Employees:* 14  
*Training staff:* Permanent: 5;  
freelance: 75

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids

- Train the trainer
- Training/project management

### Target groups

Medium-sized enterprises, large enterprises, all employees and public administration.

### Main topics

- Administration
- Advertising
- Banks
- Business management
- Commercial knowledge
- Company organisation
- Databases
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Education/schooling
- Finance/accounting
- Hotel industry
- Human resources management
- Hygiene
- Information and communication technology (ICT)
- Insurance companies
- Internet
- Logistics
- Management
- Marketing
- Materials management
- Medical technology
- Medicine
- Multimedia
- Office organisation

- Operating systems
- Pharmaceuticals
- Programming
- Public administration
- Purchasing
- Quality management
- Real estate
- Retail trade
- Sales
- Telecommunications
- Tourism
- Traffic system and shipping
- Wholesale trade

### International orientation

#### Languages

English, French, Italian, Spanish.

#### Target markets

Services are already offered in: Austria, Canada, France, Italy, Spain, Switzerland, United Kingdom, United States.

Services can be offered in all countries worldwide through complete online training offers, e.g. Online Academy.

#### Branch offices/cooperation partners

In Austria, Italy, Spain, Switzerland.

Sister companies in Great Britain and consulting in Canada.



## InBIT gGmbH, Institute for Corporate Organisation and Information Technology

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### Profile

The InBIT gGmbH, Institut für Betriebsorganisation und Informationstechnik gGmbH (Institute for Corporate Organisation and Information Technology) is a supranationally active educational firm with close business ties and numerous locations in Germany and Poland. InBIT is active worldwide in many educational, work and consulting projects. The special service features of InBIT include a wide range of high-quality educational and consulting offers, over 25 years of experience as well as customer- and needs-oriented flexibility. The competence fields of InBIT cover the entire spectrum of vocational education: from vocational preparation to initial training, further training and academic college studies, up to human resources development.

*Year of foundation:* 1979  
*Employees:* 250  
*Training staff:* 180

#### Certification/membership

Certified acc. to CCNA - Cisco Certified Networking Associate, authorised ECDL test centre (European Computer Driving Licence), examination centre of the Goethe Institute and of the Lon-

don Chamber of Commerce and Industry (LCCI); member of the National Association of Providers of Vocational Training (BBB).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- General school education
- Human resources/organisation development
- Teaching/learning aids
- Training/project management
- Vocational school courses

#### Target groups

Specialists and executives, esp. SME, pupils, school-leavers, college students, people who are unemployed or threatened with unemployment, and various cooperation and network partners including universities, schools, public and private institutions, banks, authorities, associations, CCI's and chambers of handicrafts.

#### Main topics

- Administration
- Automation technology
- CAD/CAE, engineering/technical draughtsmanship

- CAM/CIM
- Finance/accounting
- Gardening
- Health care/wellness
- Hotel industry
- Hydraulics/pneumatics
- Hygiene
- Intercultural communication
- IT/multimedia
- Languages
- Logistics
- Management
- Marketing
- Medical technology
- Quality engineering
- Safety/occupational engineering
- Sales
- Telecommunications
- Tourism
- Wholesale trade

### International orientation

#### Languages

Chinese, English, French, Italian, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: Europe and Asia.

#### Branch offices

##### Poland

InBIT Szczecin  
Academy of European Integration (WSIE), Szczecin  
Szczecin International School (SIS), Szczecin + Bromberg

## INGENATIC GmbH



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### Profile

INGENATIC develops innovative education programmes and

- is internationally recognised as a trend-setter in web-based learning in the area of vocational, class 10-12, university and continuous education. The level of the courses ranges from basics to college requirements.
- offers blended solutions a step ahead of conventional training materials by including activity-oriented learning concepts and simulations.
- specialises in solutions for electronics, mechatronics, pneumatics, hydraulics, IT and network technology as well as the automotive industry.
- offers European certification programmes in technical fields.

These solutions can be adapted to the respective needs or customer requirements – from a single training module to a complete training programme.

*Year of foundation:* 1998

*Employees:* 40

### Service offers

- Advice/consulting
- Blended learning
- E-learning (CBT/WBT)
- Teaching/learning aids
- Training/project management

#### Target groups

Technical schools and training institutions (governmental organisations); training providers, national and international (non-governmental organisations); companies that implement or run their own training programmes in the technical area; all learners in initial vocational training and further training through partner platforms.

#### Main topics

- Automation technology
- Automotive engineering
- CAM/CIM
- Control engineering
- Electrical engineering/electronics
- Hydraulics
- Information and communication technology (ICT)
- Mechatronics
- Network technology
- Pneumatics
- Telecommunications

### International orientation

#### Languages

Bulgarian, English, French, Russian, Spanish.

#### Target markets

Services are already offered in: Algeria, Austria, Belgium, Columbia, Dominican Republic, Egypt, Ethiopia, Malaysia, Mexico, Morocco, Saudi Arabia, South Africa, Spain, Switzerland, Thailand, United Arab Emirates, Vietnam. Services can be offered in all countries worldwide.

#### Branch offices

##### Bulgaria

Ingenatic GmbH, Sofia

#### Cooperation partners

Technology Transfer Alliance (TTA)



## INNOVA Privat-Akademie

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### Profile

The INNOVA Privat-Akademie GmbH (INNOVA Private Academy) has been a provider of vocational training and further training since 1985. The focus of our work is on teaching knowledge, abilities and skills as well as on preparing clients for current social changes and future vocational requirements. From the very beginning, we combine business-oriented training work with personality development of the participants in their specific social and cultural environment.

*Year of foundation:* 1985/1990  
*Employees:* Approx. 270  
*Training staff:* 22

### Service offers

- Advice/consulting
  - Blended learning
  - Coaching
  - Company courses
  - Distance learning
  - E-learning (CBT/WBT)
  - Face-to-face tutorials in foreign countries/Germany
  - Human resources/organisation development
  - Teaching/learning aids
  - Training/project management
- Administration
  - Advertising
  - Agriculture
  - Banks
  - Business management
  - Catering
  - Commercial knowledge
  - Company organisation
  - Construction
  - Distribution
  - E-business, e-commerce
  - EDP applications (Office, ECDL)
  - Education/schooling
  - Electrical engineering/electronics
  - Engineering drawing
  - Finance/accounting
  - Gardening
  - Geriatric and nursing care
  - Health care
  - Home economics
  - Hotel industry
  - Human resources management
  - Hygiene
  - Information and communication technology (ICT)
  - Intercultural communication
  - Internet
  - Law/taxation
  - Management
  - Marketing
  - Medicine
  - Nutrition

### Target groups

Small and medium-sized enterprises, trainees, specialists and executives, junior employees.

### Main topics

- Office organisation
- Painting/enamelling
- Public relations
- Purchasing
- Quality management
- Restoration
- Retail trade
- Sales
- Social welfare
- Soft skills
- Tourism
- Wood

### International orientation

#### Languages

Chinese, English, Japanese, Russian, Spanish.

#### Target markets

Services are already offered in: China, India, Japan, Russia. Services can be offered Europe-wide and in Southeast Asia.

#### Branch offices

##### China

Shanghai INNOVA Management Institute, Shanghai

##### India

INNOVA Private Academy GmbH, New Delhi

##### Russia

INNOVA Cooperation Centre GmbH, Moscow

# Innovationstransfer- und Forschungsinstitut für berufliche Aus- und Weiterbildung (itf) Schwerin

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## Profile

- The aims of itf-research are the promotion and implementation of innovations in initial and further education for the promotion of vocational competence in the face of a changing economic climate and particular regional features.
- New findings in the changes in learning and teaching, the relationship of innovative and competitive abilities and their dissemination to the academic community are pivotal to the work of a combined interdisciplinary research team.
- Regional, national and international cooperation with enterprises, training providers and academic facilities and cooperation in networks are important tenets of the itf-company philosophy.

*Year of foundation:* 1991  
*Employees:* 10  
*Training staff:* 6

## Service offers

- Innovative projects in the development of vocational competence and professionally orientated lifelong initial and further education
- Expert guidance in projects
- Development and guidance in projects for the development of a new learning culture
- Design of concepts for the development of training providers
- Evaluation/monitoring of projects
- Implementation of research into personnel and organisational development
- Analyses of the vocational initial and further education needs in regions, sectors or enterprises
- Advice and coaching in quality management
- Organisation of training congresses, expert seminars and fairs

### Target groups

Training enterprises, small and medium-sized enterprises, educational personnel, tourism.

### Main topics

- Change management
- Development of vocational competence

- Further education in the working process
- Multimedia/network
- Personnel and organisational development in SMEs
- Quality management
- Training marketing

## International orientation

### Languages

English.

### Target markets

Services can be offered Europe-wide.

### Cooperation partners

#### Austria

Multidisciplinary European Research Institute, Graz

#### Belarus

Vocational training institute RIPO, Minsk

#### Italy

v.e.b., Florence

#### Latvia

Vocational training institute PIC, Riga

University of Latvia, Riga

#### Lithuania

Vocational training institute, Vilnius

#### Cyprus

Aristodemou & Howells Consulting LTD



## Institut für Fügetechnik und Werkstoffprüfung GmbH IFW Jena/MBZ Meuselwitz

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### Profile

The Institut für Fügetechnik und Werkstoffprüfung/MBZ-Institut (Institute for Joining Technology and Material Testing) for business-related research in the field of microtechnology, laser/water-jet technology, joining and welding technology. Services: material testing, analysis, development/production of optoelectronic components, water-jet cutting. Training and further training in the technical area: Laser and joining technology, electrical engineering, plastics engineering, metal and welding technology, microtechnology. In the commercial area: CAD, IT, communication training, European Business Driver's License, human resources and accounting, controlling, QM, media technology.

*Year of foundation:* 1992  
*Employees:* 86  
*Training staff:* 45

#### Certification/membership

DVS cert; member of the German Welding Society (DVS), project supporter for EQUAL development partnership, research- and business-oriented educational system FoBiSYS, AN Institute of Jena Technical College, Steinbeis technology and research.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Economic-related research
- E-learning (CBT/WBT)
- Face-to-face tutorials
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

Small and medium-sized enterprises, specialists and executives, trainees, employees at companies, job seekers to be integrated in the labour market.

#### Main topics

- Advertising
- CAD/CAE
- Commercial knowledge
- Company organisation
- EDP applications (ECDL)
- Electrical engineering/electronics
- Event management
- Finance/accounting
- Human resources management
- Information and communication technology (ICT)
- Laser technology
- Materials engineering/testing
- Metal-working industry
- Network technology
- Operating systems

- Renewable energy
- Sanitary technology
- Social welfare
- Synthetic material
- Trade-fair/event technology
- Welding technology

### International orientation

*Languages*  
English.

#### Target markets

Services are already offered in: Bulgaria, Czech Republic, Estonia, Italy, Slovakia, Spain, United Kingdom. Services can be offered Europe-wide and in all countries in Southeast Asia.

#### Cooperation partners

##### North America

Boston Electronics, Boston  
Laser Components, Santa Rosa

##### Italy

MCG manager consulting group,  
Palermo

##### Slovakia

Academy of education, Poprad  
SAPA, s.r.o. educational company,  
Senica

##### Spain

Fundacio Catalana de Cooperacio, Lleida

##### United Kingdom

Laser Components, London



## International Center for Graduate Studies (ICGS) at the University of Hamburg



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### Profile

ICGS is a subsidiary of the University of Hamburg. As a project developer and program operator, it offers international study and training programs for graduate students as well as for specialists and executives from throughout the world, in cooperation with institutes of the university. Comprehensive services are a central component of their offerings. Academic excellence and internationality, professional project management, as well as worldwide marketing are the guidelines of the office.

*Year of foundation:* 1999  
*Employees:* 8 (office staff)  
*Training staff:* 30

### Service offers

- Blended learning
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### Target groups

International graduates, international specialists and executives, public administration and authorities as well as university employees (worldwide).

#### Main topics

- Administration
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- Education/schooling
- Finance/accounting
- Health care
- Human resources management
- Intercultural communication
- Languages
- Law/taxation
- Management
- Medical technology
- Medicine
- Sales

### International orientation

#### Languages

Chinese, English, Russian, Spanish, further languages available on request.

#### Target markets

Services are already offered in all countries in Middle and South America, Africa, Canada, China, France, Italy, Jordan, Korea (Republic), Pakistan, Poland, Singapore, Spain, Thailand, Turkey, United Kingdom, United States. Services can be offered in all countries worldwide.

#### Cooperation partners

##### Canada

York University, Toronto

##### China

Fudan University, Shanghai

##### France

Centre International d'Études Pédagogiques (CIEP), Paris

##### Hungary

Andrassy University, Budapest

##### Korea (Republic)

Korean-German Digital Academy, Seoul

##### Russian Federation

State University, St. Petersburg



## Internationaler Bund (IB)

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### Profile

Independent provider of education and vocational training. One of the largest NGO's in vocational training in Germany. IB provides training for 110 occupations and runs 700 institutes in Germany. IB implements training courses on behalf of the German Federal Employment Office and the EU. The target groups are disadvantaged youth and adults, people returning to their occupation, and people interested in further training, youth and adults.

IB is a member of various European networks for vocational training. IB has a large experience in applying tenders of European Union.

*Year of foundation:* 1949  
*Employees:* 10,000  
*Training staff:* 7,000

#### Certification/membership

Certified acc. to DIN EN ISO 9000:2001 and EFQM; member of the European Vocational Training Association (EVTA), German Society for Quality (DGQ).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

Small- and medium-sized enterprises, public administration, private persons.

#### Main topics

- Air conditioning technology
- Automation technology
- Automotive engineering
- CAD/CAE
- Catering
- Commercial knowledge
- Construction
- Control engineering
- Databases
- EDP applications (Office, ECDL)
- Education/schooling
- Electrical engineering/electronics
- Environmental engineering
- Gardening
- Health care
- Heating technology
- Home economics
- Hotel industry
- Information and communication technology (ICT)

- Internet
- Management
- Marketing
- Mechanical engineering
- Medical technology
- Medicine
- Office organisation
- Pharmaceuticals
- Pneumatics
- Process engineering
- Quality management
- Renewable energy
- Safety/occupational engineering
- Textiles
- Tourism

### International orientation

#### Languages

Arabic, Chinese, English, French, Italian, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: China, Poland, Ukraine, United Arab Emirates.

Services can be offered Europe-wide, in all countries in Middle East.

#### Branch offices

##### Poland

IB, Elzbieta Glowacka, Krakow

##### Ukraine

IB, Nadja Benjuch, Kiev

##### United Arab Emirates

IB, Kirsten Staab, Dubai

## InWent – Capacity Building International



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### Profile

InWent – Internationale Weiterbildung und Entwicklung gGmbH (Capacity Building International, Germany) is synonymous with human resources and organisational development in international cooperation. It is created by the Carl Duisberg Gesellschaft (CDG) and the Deutsche Stiftung für internationale Entwicklung (DSE) with yearly 55,000 participants.

*Year of foundation:* 2002  
*Employees:* 850  
*Training staff:* 350

### Certification/membership

Some areas are ISO-certified, certified acc. to EFQM, QAP; member of the National Association for Company Further Training (WKR), German Evaluation Society (DeGEval), European Association of Development.

### Service offers

- Blended learning
- Dialog courses, conferences, study trips and workshops
- E-learning (CBT/WBT)
- Face-to-face tutorials
- Fiduciary program management
- Human resources/organisation development
- Training/project management

### Target groups

Specialists and executives as well as decision-makers in industry, politics, administration and civil society; junior employees in vocational education.

### Main topics

- Administration
- Agriculture
- Banks
- Biology/biotechnology
- Crisis prevention and peace development
- Disaster control
- Education/schooling
- Electrical engineering/electronics
- Environment and natural resources
- Environmental engineering
- Finance/accounting
- Forestry
- Good governance and reform processes
- Health care
- Human resources management
- Information and communication technology (ICT)/Internet
- Intercultural communication
- Languages
- Law/taxation
- Logistics
- Management
- Marketing
- Medical technology
- Mobility in the EU, international relations, foreign trade

- Nutrition
- Offshore/polar technology
- Production engineering
- Public administration
- Quality management
- Regional development and urbanisation
- Renewable energy
- Social development
- Sustainable management
- Tourism
- Traffic engineering
- Traffic system and shipping
- Water supply industry

### International orientation

#### Languages

Arabic, Chinese, English, French, Italian, Russian, Spanish, and another 50 languages.

#### Target markets

Services are already offered in all countries worldwide.

#### Branch offices/cooperation partners

Subsidiary in: Brazil, Sao Paulo; partner offices in: Japan, Tokyo, United States, New York. Regional offices in: Peru, South Africa, Vietnam and the Philippines. Project offices in Afghanistan, Jordan, Belgium, Ukraine, Russian Federation and Mongolia.



## IQentis GmbH

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### Profile

IQentis GmbH stands for competent and practically-oriented training and consulting services in the areas of process optimisation as well as organisational and human resources development, with a special focus on the topic of diversity. IQentis works independently and across different industries. From their location in Cologne, IQentis is active throughout Europe with their partner organisations. Originating from the Ford Motor Company, IQentis offers a comprehensive approach with a pragmatic orientation.

*Year of foundation:* 1993/2001

*Employees:* 14

*Training staff:* 10

#### *Certification/membership*

Certified acc. to DIN EN ISO 9000:2000; member of the German Society for Quality (DGQ) and European Foundation for Quality Management (EFQM).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Process accompaniment

#### *Target groups*

Medium-sized companies, corporate groups, automotive component supplying industry, specialists and executives.

#### *Main topics*

- Business process improvement
- Company organisation
- Diversity
- Human resources management
- Intercultural communication
- Management skills/leadership
- Quality management
- Soft skills

### International orientation

#### *Languages*

Croatian, English, French, Italian, Spanish, Turkish.

#### *Target markets*

Services are already offered in: Austria, Belgium, Czech Republic, France, Greece, Hungary, Italy, Korea (Democratic Republic), Luxemburg, Malta, Netherlands, Poland, Romania, Russia, Slovakia, Slovenia, Sweden, Switzerland, Turkey, Ukraine, United Kingdom.

Services can be offered in all countries in Europe, North- and South America.

#### *Branch offices*

##### **United Kingdom**

IQentis Ltd., Essex

#### *Cooperation partners*

##### **Belgium**

Amelior, Centre for Excellence, Kortrijk

##### **France**

APAVE Automotive Academy, Cete Apave Sud, Artigues-Près-Bordeaux

##### **Italy**

metodi BEDAUX s.r.l., Bologna

##### **Netherlands**

Bedaux, Nunspeet

## IST International

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Dr. Hans E. Ulrich  
Managing Director  
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### Profile

The "IST-Studieninstitut", located in Duesseldorf, offers different basic and further training courses as well as compact courses in sport, tourism and event management for more than 15 years, which are currently being used for vocational training by more than 2.000 participants.

The international interests of the IST-Group are realised by IST International. Beside the German-speaking participants from Austria and Switzerland who benefit from state-approved training courses and cooperation between domestic partners and the IST-Institute, IST International offers special services for the Chinese market.

In terms of continuously increasing interest in specific and further training, IST International developed a market-oriented educational system for Chinese demands. The educational system consists of three different levels (basic, main, professional) in sports, tourism and event management which can be attended flexibly. Depending on the chosen contents which are provided by study books, seminar scripts and seminars, the participants graduate as a sports, tourism or event manager. Furthermore by

completing at least two topics the vocational training can be topped off by the degree Global Leisure Manager.

*Year of foundation:* 1989/2003  
*Employees:* 25/3  
*Training staff:* 50/5

### Certification/membership

Certified acc. to the Central Authority for Distance Learning (ZFU).

### Service offers

- Advice/consulting
- Blended learning
- Distance learning
- Face-to-face tutorials in foreign countries
- Teaching/learning aids

### Target groups

Universities, training institutes.

### Main topics

- Event management
- Fitness
- Leisure
- Management
- Sports
- Tourism

### International orientation

#### Languages

Chinese, English.

#### Target markets

Services are already offered in China.

#### Branch offices

#### China

IST China  
Zhong Da Square  
Dong Fang Road 989 F3A  
200122 Shanghai

## IST Studieninstitut für Kommunikation

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AWinkler@ist-komm.de

### Profile

A range of practically-oriented training and further training courses throughout Germany since 1996 (in cooperation with renowned companies and agencies): event management basics, main and top level, company training in event management (with the option of an external examination as an event manager/CCI), master of event marketing (MBA), project management for football events, specialist for trade fair/conference and convention business (CCI), specialist in PR, company training as a PR assistant (DAPR/IST).

Partner offices in Berlin, Munich, St. Gallen (CH) and Vienna at www.kjobs.de. Directories (2003): "Eventagenturen in Deutschland", "Event-Locations in Deutschland", "Eventzulieferer in Deutschland" and "Sponsoring in Deutschland".

*Year of foundation:* 1998

*Employees:* Permanent: 6;  
freelance: 60

*Training staff:* Freelance: 40

### Certification/membership

Member of the International Special Events Society (ISES).

### Service offers

- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany

### Target groups

Working people who want to deepen and expand their communication knowledge. Companies that want to expand their range of products and services with in-house training courses or further training of their employees or that want to develop their standing in the industry.

### Main topics

- Event management
- Marketing
- Public relations

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in: Austria, Switzerland. Services can be offered Europe-wide.

#### Cooperation partners

##### Austria

Event Marketing Academica, Vienna

##### Switzerland

Europäische Sponsoring-Börse (European Sponsoring Exchange), St. Gallen

# ivWA International Academy for Business and Administration

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Mr. Eckhard Michel  
Director of Academy  
Development  
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## Profile

The ivWA Internationale Verwaltungs- und Wirtschafts-Akademie is a non-profit institution of further education and was founded and is supported by the Brunswick Chamber of Commerce and Industry, local authorities and companies. The embassy of the People's Republic of China and various educational authorities in China also support the educational projects of the ivWA. It offers vocational training, higher education and international postgraduate courses as well as education management. Companies such as Siemens, Volkswagen, BASF, Airbus, MTU and others rely on this expertise.

*Year of foundation:* 1923/2002

*Employees:* 15

*Training staff:* Permanent: 9;  
freelance: approx. 150

### *Certification/membership*

IHK/AHK (CCI / CCI Abroad) certification, Chinese state-recognised advanced diploma, Betriebswirt ivWA.

## Service offers

- Advice/consulting
- Company courses

- Face-to-face tutorials in foreign countries
- Human resources/organisation development
- Three-year training courses and courses of study abroad
- Training/project management
- Public administration
- Public relations
- Purchasing
- Quality management
- Real estate
- Retail trade
- Sales
- Soft skills
- Tourism
- Wholesale trade

### *Target groups*

Specialists and executives, companies with international activities, international events.

### *Main topics*

- Administration
- Advertising
- Banks
- Business management
- Catering
- Commercial knowledge
- Company organisation
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Event management
- Finance/accounting
- Hotel industry
- Human resources management
- Insurance companies
- Intercultural communication
- Languages
- Law/taxation
- Logistics
- Management
- Marketing
- Materials management
- Multimedia
- Office organisation

## International orientation

### *Languages*

Chinese, English.

### *Target markets*

Services are already offered in China.  
Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

### *Branch offices*

#### **China**

ivWA, Shanghai, Beijing, Wuxi

### *Cooperation partners*

#### **China**

Beijing Union University, Beijing

Jiangsu College of Information Technology, Wuxi

Joint Conference of the Development Project of the Most Needed Talents in Shanghai, Shanghai

Shanghai Vocational Training Directive Centre, Shanghai



Karl Kübel Stiftung  
für Kind  
und Familie

## Karl Kübel Stiftung für Kind und Familie (Karl Kübel Institute for Development Education)

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### Profile

The Karl Kübel Stiftung für Kind und Familie dedicate their activities in foreign countries to a partnership in solidarity with people of other cultures. Focusing on self-help based development cooperation in rural areas, human resource development became a central task. In southern India the Karl Kübel Institute for Development Education in Coimbatore offers training in skills for personnel and professional development either target group-oriented or tailor-made for the needs of the respective organisation or company. International conferences/seminars are hosted on: freshwater, civil society, renewable energies, savings and credit, etc. The institute is available as a conference building. In Germany the foundation runs two institutes for HRD: Odenwald-Institut near Frankfurt ([www.odenwaldinstitut.de](http://www.odenwaldinstitut.de)) and Osterberg-Institut near Hamburg ([www.osterberginstitut.de](http://www.osterberginstitut.de)).

*Year of foundation:* 1972  
*Employees:* 150  
*Training staff:* Freelance:  
approx. 400

### Service offers

- Advice/consulting
- Company courses
- Cross-cultural training:  
India - Germany
- Face-to-face tutorials (general)
- Human resources/organisation development
- Study tours: Intercultural dialogue
- Teaching/learning aids
- Training/project management

#### Target groups

Organisations, institutions, companies, groups, individuals, families.

#### Main topics

- Agriculture
- Education/schooling
- Finance/accounting
- Forestry
- Health care
- Human resources management
- Intercultural communication
- Management
- Medicine
- NGO project management
- Office administration
- Office organisation
- Organisational development
- Quality management
- Social welfare
- Soft skills

### International orientation

#### Languages

English, Indian local languages.

#### Target markets

Services are already offered in: India, Philippines, Serbia and Montenegro (Kosovo).

#### Branch offices

##### India

Karl Kübel Institute for Development Education Coimbatore (KKID), Tamil Nadu



## Know How! AG

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knowhow.de

**Know How!**<sup>®</sup>  
Aktiengesellschaft für Weiterbildung

### Profile

Know How! AG was established in 1992 as the Gesellschaft für EDV-Schulungen mbH (Association for EDP Training) and was converted to a public limited company for further training at the beginning of 2000. The headquarter in Stuttgart and sales branch in Munich specialise in employee training. We offer you a complete service for developing and implementing integral training concepts. Our core competence lies in implementing roll-out training courses and creating content in the form of web-based training. We offer standard WBT's in the subjects of Microsoft Office, Internet, Lotus Notes and SAP R/3. A further main emphasis is on the development of individual learning software for IT subjects, product knowledge, in-house processes or soft skills. Our author system LessonCreator allows you to create your own learning contents without any problem. Through cooperation with the HERDT-Verlag publishing house, we offer you optimally coordinated media in the form of training materials and WBT's.

*Year of foundation:* 1992  
*Employees:* Permanent: 30;  
freelance: approx. 50  
*Training staff:* Permanent: 5;  
freelance: approx. 60

### Certification/membership

Certified acc. to Microsoft Certified Systems Engineer (MCSE), Microsoft Certified Professional (MCP), DISG-certified trainers; member of the Q-Association.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Teaching/learning aids
- Training/project management

### Target groups

Small and medium-sized enterprises as well as large enterprises with branches in foreign countries.

### Main topics

- Banks
- Business management
- CAD/CAE
- Commercial knowledge
- Databases

- EDP applications (Office, ECDL)
- Information and communication technology (ICT)
- Insurance companies
- Internet
- Management
- Medical technology
- Medicine
- Multimedia
- Network technology
- Operating systems
- Pharmaceuticals
- Product and process knowledge
- Programming
- Public administration
- Soft skills

### International orientation

#### Languages

English, French, Italian, Spanish.

#### Target markets

Services are already offered in: Austria, Switzerland. Services can be offered Europe-wide, especially in all countries in West Europe, United States.

#### Cooperation partners

#### Switzerland

HERDT- Publishing House Switzerland GmbH, Dübendorf



## Kolleg für Management und Gestaltung nachhaltiger Entwicklung gGmbH

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### Profile

The Kolleg für Management und Gestaltung nachhaltiger Entwicklung gGmbH (Collegium for Management and Design of Sustainable Development) is a trans- and interdisciplinary research and educational institute and a facility for consulting, planning and implementing design processes for sustainable development. The further training and consulting program of the college aims to impart and train key qualifications in real work and life circumstances as well as skills for managing and controlling transition processes.

*Year of foundation:* 1998  
*Employees:* 25  
*Training staff:* 15

### Certification/membership

Member of the ESSENCE,  
UNESCO - Alliance for Sustainable Learning.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)

- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Schools, vocational training institutes, universities, small and medium-sized enterprises, public administration, associations and organisations, executives.

### Main topics

- Administration
- Advertising
- Agriculture
- Art
- Biology/biotechnology
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- E-business, e-commerce
- Education/schooling
- Energy supply industry
- Environmental engineering
- Event management
- Finance/accounting
- Forestry
- Gardening
- Health care
- Hotel industry
- Human resources management
- Intercultural communication

- Languages
- Law/taxation
- Leisure
- Management
- Marketing
- Materials management
- Nutrition
- Office organisation
- Public administration
- Public relations
- Purchasing
- Quality management
- Renewable energy
- Sales
- Social welfare
- Soft skills
- Time and motion studies/ REFA
- Tourism
- Wellness

### International orientation

#### Languages

English, Spanish.

#### Target markets

Services are already offered in all countries in Middle and South America, Chile, Columbia. Services can be offered Europe-wide, especially in all countries in Middle and East Europe.

#### Branch offices

##### Chile

KOLLEG para Gestion y Formacion de Desarrollo Sustentable Ltda, San Bernardo

## KWB – Koordinierungsstelle Weiterbildung und Beschäftigung e.V. (Coordination Office of Further Training and Employment)

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Executive Board  
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luettke@kwb.de



### Profile

The KWB Koordinierungsstelle Weiterbildung und Beschäftigung e.V. (Coordination Office of Further Training and Employment) is dedicated to the utilisation and improvement of existing qualification potentials on a European and regional level, with the special goal of permanently increasing the employment level. KWB has initiated and managed innovative projects in the Hamburg metropolitan area for training and promoting employment in their network together with employers, trade unions and public authorities since 1990.

*Year of foundation:* 1990  
*Employees:* 23  
*Training staff:* 8

#### *Certification/membership*

Member of the Hamburg Further Training e.V., Hamburg@work and Digital Economy Group e.V.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Conference/event management
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- Teaching/learning aids
- Training/project management

#### *Target groups*

Companies, public administration, specialists and executives.

#### *Main topics*

- Administration
- Advertising
- Business management
- Catering
- E-business, e-commerce
- Education/schooling
- Gardening
- Human resources management
- Information and communication technology (ICT)
- Intercultural communication
- Internet
- Logistics
- Management
- Multimedia
- Port and logistics
- Public administration
- Public relations
- Soft skills
- Structural offers in the field of media and IT
- Telecommunications

### International orientation

#### *Languages*

English, French, Modern Greek, Polish, Turkish.

#### *Target markets*

Services are already offered in: Baltic Sea Region, Czech Republic, France, Greece, Ireland, Italy, United Kingdom.

Services can be offered Europe-wide, in all countries in North America and Southeast Asia.

#### *Cooperation partners*

##### **China**

SEMC, Shanghai

##### **Czech Republic**

Expertis Praha, Prague

##### **France**

Chambre Régionale de Commerce et d'Industrie des Pays de la Loire, Nantes

##### **Greece**

KEK GSVEVEE, Athens

##### **Ireland**

SIPTU, Galway

##### **Italy**

SAIP, Rome

##### **United Kingdom**

SLIM/Marchmont Observatory, University of Exeter



## LDT Nagold Academy for Fashion Business, Management & Marketing

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### Profile

Training and further training courses for management tasks in the fashion trade and industry (textiles, sports, shoes, home and house textiles) with various industry-recognised certificates. 2-year technical academy studies; 2 ½-year dual study system; in-service short studies; seminars and seminar series. Main content emphases: business management, merchandise technology, EDP, languages.

*Year of foundation:* 1949  
*Employees:* 85  
*Training staff:* 70

### Certification/membership

Member of the National Association of Retail Textile Trade (BTE), National Association of Retail Shoe Trade (BDSE), International Foundation of Fashion Technology Institute (IFFTI) New Delhi, Federal Association of Large Commercial Companies (BAG), German Fashion Institute (DMI).

### Service offers

- Advice/consulting
- Company courses
- Development projects in the training field

- Face-to-face tutorials in foreign countries/Germany
- In-service qualifications
- Seminars on setting up a business

### Target groups

Companies, institutions, associations, college and technical college graduates, industry and trade, fashion industry.

### Main topics

- Administration
- Advertising
- Business management
- Clothing (merchandise technology)
- Commercial knowledge
- Company organisation
- Databases
- Distribution
- E-business, e-commerce
- EDP applications (Office, ECDL)
- ERFA group work
- Fashion (merchandise technology)
- Finance/accounting
- Human resources management
- Internet
- Languages
- Law/taxation
- Management
- Marketing
- Materials management
- Operating systems
- Public relations

- Purchasing
- Quality management
- Retail trade
- Sales
- Soft skills
- Sports
- Textile and shoe industry
- Textile and shoe trade
- Textile tests
- Wholesale trade

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in: India, Netherlands, United Kingdom, United States. Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### Cooperation partners

##### India

Pearl Academy of Fashion, New Delhi

##### Netherlands

Amsterdam Fashion Institute, Amsterdam

##### United Kingdom

University of Surrey, London

##### United States

University of Norwood, Florida, Michigan, Texas

## LogFactory GmbH

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www.logfactory.com

### Profile

The LogFactory GmbH is an offshoot of the Fraunhofer-Institut für Materialfluss und Logistik (Fraunhofer Institute for Material Flow and Logistics - IML) in Dortmund. The main shareholders include the Fraunhofer Gesellschaft, Siemens AG and the REFA Federal Association. The goal of the LogFactory is to implement and market further training measures in logistics for different professional requirement levels according to ELA standards. After a high-quality, ELA-certified training programme has been developed, courses are held on different topics by external lecturers. To ensure focused training, the qualification needs of candidates are determined using standardised tests. At the same time, the course materials are also to be made available to other further training institutions for a license fee.

*Year of foundation:* 1981  
(Fraunhofer IML)/2005

*Employees:* 180  
(Fraunhofer IML)/5

*Training staff:* Permanent: 1;  
freelance: 20

Dr. Michael W. Lempik  
Managing Director  
Tel. +49 (0)2307 289951-0  
info@logfactory.de

### Certification/membership

Certified acc. to European Logistics Association (ELA); member of the German Supply Chain Management Organisation (BVL).

### Service offers

- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany

### Target groups

Small and medium-sized companies in the field of logistics.

### Main topics

- Distribution
- E-business, e-commerce
- Human resources management
- Information and communication technology (ICT)
- Internet
- Logistics
- Management
- Real estate
- Retail trade
- Soft skills
- Traffic system and shipping
- Wholesale trade



### International orientation

#### Languages

Chinese, English, further languages available on request.

#### Target markets

Services are already offered in China.

Services can be offered in all countries worldwide.

#### Branch offices

##### China

Fraunhofer Institute for Material Flow and Logistics (IML), Beijing Office

#### Cooperation partners

##### Brazil

Projeto SENAI-TecnoTrans, Lauro de Freitas

##### Portugal

Instituto de Soldadura e Qualidade (ISQ), Centro Iberlog, Porto Salvo



## Lucas-Nülle Training Systems GmbH

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### Profile

The Lucas-Nülle group comprises 3 companies, rich in tradition, combining different strategies but a common goal: Training and Education.

Our competence, global organisation and high-quality products which proudly bear the „Made in Germany“ seal have contributed to the group's outstanding position in the world market. Our qualified and motivated employees ensure up-to-date products, expert advice and excellent service. Our strength lies in the realisation of international vocational training projects.

*Year of foundation:* 1913/  
1968/1979

*Employees:* 300

*Training staff:* 10

### *Certification/membership*

Certified acc. to DIN EN ISO 9001; member of the Technology Transfer Alliance (TTA), member of the German Africa-Association.

### Service offers

- Advice/consulting
- Blended learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Laboratory Technology
- Teaching/learning aids
- Training/project management

### *Target groups*

Vocational and engineering schools, industrial training centres, trade and business schools, technical colleges and universities, military basic and advanced training, industrial basic and advanced training, telecommunications companies, transportation companies.

### *Main topics*

- Automation technology
- Automotive engineering
- Control engineering
- Electrical engineering/electronics
- Energy supply industry
- Hydraulics
- Information and communication technology (ICT)
- Laboratory technology
- Manufacturing engineering
- Measurement/control engineering
- Multimedia

- Pneumatics
- Production engineering
- Telecommunications

### International orientation

#### *Languages*

Dutch, English, French, Portuguese, Russian, Spanish.

#### *Target markets*

Services are already offered in all countries worldwide. Services can be offered Europe-wide, in all countries in North America, Middle and South America, Southeast Asia, Middle East, Africa.

#### *Branch offices/cooperation partners*

Branch offices or cooperations in the most target markets, more information under [www.lucas-nuelle.com](http://www.lucas-nuelle.com)

## Lufthansa Technical Training



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DLH.de

### Profile

Lufthansa Technical Training (LTT) is one of the world's leading training organisations for all employees of aircraft maintenance companies. From basic technical training to type-related further training up to management training, we offer all the training areas important to your company. LTT was certified as the world's first company for basic and type training in accordance with EASA Part-147 in 1999.

*Year of foundation:* 1995  
*Employees:* 400  
*Training staff:* 190

*Certification/membership*  
Certified acc. to EASA Part-147.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Inhouse courses
- E-learning (CBT/WBT)
- Face-to-face tutorials
- Human resources/organisation development
- Training/project management

### Target groups

Small and medium-sized enterprises, public administration and authorities, airlines, maintenance organisations, manufacturers, specialists and executives.

### Main topics

- Administration
- Aerospace engineering
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- EDP applications (Office, ECDL)
- Finance/accounting
- Human resources management
- Languages
- Maintenance/repair
- Management
- Office organisation
- Purchasing
- Quality engineering
- Quality management
- Safety/occupational engineering
- Sales
- Soft skills

### International orientation

#### Languages

Chinese, English, French, Spanish.

#### Target markets

Services are already offered in: Europe, Chile, China, Philippines, Singapore, Taiwan, United Arab Emirates (Dubai), United States.

#### Branch offices

##### Philippines

Lufthansa Technical Training  
Philippines, Manila

##### Singapore

Lufthansa Technical Training,  
Sales office, Singapore

##### Taiwan

Lufthansa Technical Training,  
Taiwan Branch Office, Teipeh

##### United Arab Emirates

Lufthansa Technical Training,  
Sales office, Dubai

##### United States

Lufthansa Technical Training,  
Sales office, Atlanta



## Machwüth Team International

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### Profile

We support companies of all industries and sizes in achieving their corporate goals – set by consensus as much as possible – with highly motivated and committed employees.

Our goal:  
Shaping the future,  
realising visions.

We understand the team concept as an obligation to treat people fairly at all times.

All team members have several years of training and consulting experience in addition to practical work experience in executive line functions.

We offer our customers competent advice and high-quality training that is oriented to actual needs determined by careful research on site.

*Year of foundation:* 1989  
*Employees:* 30  
*Training staff:* 120

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

Specialists and executives, management.

#### Main topics

- Business management
- Company organisation
- Databases
- Distribution
- Event management
- FISH!
- Human resources management
- Information/communication technology (ICT)
- Intercultural communication
- Management
- Marketing
- Office organisation
- Outdoor events
- Quality management
- Sales
- Soft skills

### International orientation

#### Languages

Chinese, Danish, Dutch, English, French, Hungarian, Italian, Japanese, Korean, Mandarin, Polish, Russian, Spanish.

#### Target markets

Services are already offered in: Australia, Austria, Canada, China, Denmark, France, Hungary, India, Italy, Japan, Korea (Republic), Lithuania, Malaysia, Mexico, Netherlands, Poland, Singapore, Spain, Thailand, United Kingdom, United States.

Services can be offered Europe-wide, in all countries in South East Asia and Middle East.

#### Branch offices

##### Singapore

Concepts Holding Pte Ltd., Singapore

#### Cooperation partners

##### Hungary

Dr. Bodo Training & Consulting, Budapest

##### India

Atyaasaa Consulting Pvt Ltd., Pune

##### United Kingdom

Xperion Training & Consultancy Ltd., Oxfordshire



## MTL Medien-Technologien Leipzig GmbH



MTL MEDIEN-TECHNOLOGIEN LEIPZIG GMBH

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### Profile

MTL Medien-Technologien Leipzig GmbH offers complete IT services for SME's, tradespeople and training facilities, as well as educational and training services for using standard and commercial application software. They have specialised in e-learning for training facilities, operate the „Virtuelle Akademie 2000“ on behalf of the VSBI, develop learning contents according to AICC and support training facilities in designing and implementing e-learning measures and in developing content.

Competence fields: hardware, software and license management, supplying PC's, servers, peripheral devices, operating systems, standard and application software and licenses.

IT service for PC's, servers, networks, and software including server monitoring, IT consulting, design development and application supervision, software support. Seminars, workshops, coaching on basic IT and business principles and applications.

*Year of foundation:* 1993

*Employees:* 8

*Training staff:* 5

### Certification/membership

Member of the Association of Saxonian Educational Institutions (VSBI), National Association of Medium-Sized Enterprises (BVMW).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Distance learning
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Teaching/learning aids
- Training/project management

### Target groups

Our target group includes all the people, training providers and firms willing to expand their knowledge using e-learning.

### Main topics

- Advertising
- Business management
- Commercial knowledge
- Creation of business plans/international business establishment
- Databases
- Distribution
- EDP applications (Office, ECDL)

- Finance/accounting
- Human resources management
- Intercultural communication
- IT - general
- Languages
- Law/taxation
- Management
- Marketing
- Materials management/purchasing
- Network technology
- Office administration
- Office organisation
- Operating systems
- Programming
- Public relations
- Quality management
- Sales
- Soft skills
- Telecommunications

### International orientation

#### Languages

Chinese, Czech, English, Hungarian, Polish, Russian, Slovakian.

#### Target markets

Services are already offered in Switzerland.

Services can be offered in China, Czech Republic, Poland.

#### Cooperation partners

Cooperation partners in Switzerland, Czech Republic, Poland and China.



## NAA – NAA Academy Nuernberger Akademie fuer Absatzwirtschaft

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### Profile

The NAA Academy (Nuernberger Akademie fuer Absatzwirtschaft) works as a national and international provider of open and in-house seminars. In addition to marketing and sales, subject areas include leadership, management, communication, personality, sales, banking and finance. The seminars and selection of trainers are oriented towards a high standard of successful learning, practical orientation and the improvement of personal and social skills. Many years of experience, qualified employees and trainers with practical experience ensure a high level of quality.

*Year of foundation:* 1963

*Employees:* 10

*Training staff:* Freelance: 200

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- MBA
- Training/project management

#### *Target groups*

Specialists and executives, managers/directors, human resources development directors, marketing directors, sales directors, product managers, project managers, team leaders.

#### *Main topics*

- Banks
- Business management
- Commercial knowledge
- Communication skills
- Company organisation
- Core management skills at all levels
- Distribution
- Finance, also for non-financial staff
- Human resources management
- Intercultural communication
- International marketing
- Leadership

- Logistics
- Negotiation skills
- Office organisation
- Performance management
- Personality development
- Presentation skills
- Project management
- Quality management
- Retail trade
- Sales
- Soft skills
- Wholesale trade

### International orientation

#### *Languages*

Chinese, Dutch, English, French, Italian, Slavic languages, Spanish.

#### *Target markets*

Services are already offered in: Belgium, France, Italy, Luxembourg, Netherlands, Spain, United Kingdom.

Services can be offered Europe-wide, in all countries in North America, South America, Southeast Asia, Middle East.

#### *Cooperation partners*

#### **United Kingdom**

TACK International, London  
GBS Corporate Training, London

#### **United States**

Boston Business School

## Photon Laser Engineering GmbH

**Photon**  
Laser Engineering

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### Profile

Industrial metal processing with high-power lasers.

Our services:

Development of laser applications, laser-compatible design, sample parts, prototypes and series production (cutting, welding, brazing and hardening); planning and project planning of laser systems; measurement and control equipment for laser production systems; training and further training from users to executives. We support you from the idea to the series production of your components.

*Year of foundation:* 2000

*Employees:* 20

*Training staff:* 5

#### *Certification/membership*

Recognised training centre of the German Welding Society (DVS), trade association recognition (UVV B2); member of the Berlin-Brandenburg Laser Association (LVBB).

### Service offers

- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany

#### *Target groups*

Small and medium-sized enterprises, specialists and executives.

#### *Main topics*

- Laser technology
- Manufacturing engineering
- Mechanical engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Optics/optical technology
- Safety/occupational engineering
- Welding technology

### International orientation

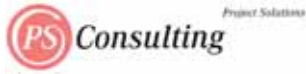
#### *Languages*

English, further languages available on request.

#### *Target markets*

Services are already offered in: France, Netherlands, Poland, Slovakia, South Africa, Spain, United States.

Services can be offered in China.



## PS Consulting International

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Patrick\_Schmid@psconsult.de

### Profile

We are your competent contact partner for all matters of project management and project organisation. As a business consulting firm, we have specialised in the area of project management and can consequentially offer a unique professional support. Our competencies include advising companies as well as carrying out training courses. We are a Registered Education Provider (R.E.P.) of the Project Management Institute (PMI®).

*Year of foundation:* 1997  
*Employees:* 17  
*Training staff:* 11

#### *Certification/membership*

Registered Education Provider (R.E.P.) of the Project Management Institute PMI®; member of the International Project Management Association (IPMA) through the Society for Project Management (GPM); member of the Project Management Institute (PMI®), Munich Chapter.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Medium-sized and large enterprises, specialists and executives, project managers.

#### *Main topics*

- Company organisation
- Management
- Project management
- Soft skills

### International orientation

#### *Languages*

English, French, Italian, Norwegian, Spanish.

#### *Target markets*

Services are already offered in: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Hungary, Ireland, Israel, Italy, Japan, Netherlands, Norway, Poland, Romania, Spain, Sweden, Switzerland, Turkey, United Kingdom.

## Qualitätsgemeinschaft Euro-Schulen-Organisation



Euro-Schulen-Organisation

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### Profile

The quality association Euro-Schulen-Organisation (Euro-Schools Organisation – ESO) is one of the largest associations of privately owned training providers in Germany. More than 100 national and international member institutes offer an extensive service spectrum that is designed for every population and age group. The educational programmes include training, re-training, further training in commercial, language, industrial/technical and medical/social areas, are practically oriented, and conclude with national and international certificates. ESO has committed itself to the idea of Europe.

*Year of foundation:* 1966  
*Employees:* Approx. 2,000  
*Training staff:*

Permanent: approx. 1,600;  
freelance: approx. 1,500

### Certification/membership

Certified acc. to DIN EN ISO 9001 and 14001; member of the ARELS-Felco recognised by British Council, Association of German Private Schools (VDP), National Association of Secretarial Work and Office Management (bSb), Camara de Comercio e Industria de Madrid (Chamber

of Commerce and Industry of Madrid - CCIM), Chambre de Commerce et d'Industrie de Paris (Chamber of Commerce and Industry of Paris - CCIP), European Business Schools, Groupe EBSI Paris, European Schools for Higher Education in Administration and Management (ESA), European Management Academy (EMA), London Chamber of Commerce and Industry (LCCI) etc.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company trainings
- Educational publishing house
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Language and educational trips
- Student support
- Teaching/learning aids
- Training/project management
- Translation and interpretation service

### Target groups

All age and population groups, e.g. children, young people, students, specialists and executives, companies, etc.

### Main topics

- Commercial/administrative area/Management and Administration
- EDP, informatics, natural sciences
- Industrial/technical area
- Social and health services
- Trade and services

### International orientation

#### Languages

Chinese, Czech, English, French, Italian, Mongolian, Polish, Russian, Slovakian, Spanish.

#### Target markets

Services are already offered in: China, Czech Republic, Mongolia, Poland, Slovakia. Services can be offered Europe-wide.

#### Branch offices

##### China

ESO Representative Office, Beijing

##### Czech Republic

Euroskola Česká Lipa, Praha-Letnany, Strakonice, Litvinov

##### Poland

Euro Szkoła SP Z.O.O., Zgorzelec

##### Slovakia

Euroskola Slovensko ESO, Presov, Poprad



## Rahn Dittrich Group

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### Profile

Rahn Dittrich Group consists of the Business Academy, founded 1990 in Leipzig, Dr. P. Rahn & Partner Schools Association with several branches in Germany and schools in Egypt, Hungary and Poland and the Consulting Services. We organise short and long-term trainings both abroad and in Germany and support the establishment of educational institutions or operate them in co-operation with foreign partners. Since March 1997, all German branches have been certified by ISO 9001.

*Year of foundation:* 1990  
*Employees:* 431  
*Training staff:* 400

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001; member of the Association of German Hotels and Restaurants (DEHOGA), Association of German Private Schools (VDP).

### Service offers

- Advice/consulting
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Specialists and executives at companies.

#### *Main topics*

- Business management
- Catering
- Commercial knowledge
- Education/schooling
- Event management
- Home economics
- Hotel industry
- Languages
- Management
- Marketing
- Tourism

### International orientation

#### *Languages*

Arabic, English, Hungarian, Polish, Russian.

#### *Target markets*

Services are already offered in all countries in Middle East, Egypt, Hungary, Oman, Poland, South Africa.

Services can be offered in Arabic- or Russian-speaking countries.

#### *Branch offices*

##### **Egypt**

Ägyptisch-deutsche Akademie für Wirtschaft und Technik Dr. P. Rahn & Partner Ltd., Maadi/Cairo

Ägyptisch-deutsche Hotelfachschule Paul Rahn El Gouna

Private Deutsche Schule Cairo

##### **Hungary**

Adu-Dr. P. Rahn & Partner K&T Magyar-Német Gazdasági-Műszaki K'pző és Gyakorló Intézete, Budapest

##### **Poland**

Prywatna Szkoła Dr. P. Rahn i Partner Sp. zo.o., Zielona Góra

Representative office:  
South Africa, Cape Town

## Ravensberger Holding Ltd.



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### Profile

Ravensberger Group is your professional partner for management, marketing, controlling and strategies. We support leading companies to achieve better results by individual training and management development. Our consultants truly connect us to our clients' business. With our consulting/training approach we provide you to enable your employees to initiate necessary processes to achieve a better performance. We support you with the entire range of state-of-the-art transfer. Knowledge-Values-Growth.

*Year of foundation:* 1996/2003

*Employees:* 24

*Training staff:* 21

### *Certification/membership*

Member of the Society for Project Management (GPM), Schmalenbach Society for Business Management, dialog e.V. - Association of German and Russian Economists.

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development

### *Target groups*

Executives and young executives.

### *Main topics*

- Administration
- Advertising
- Banks
- Business management
- Clothing
- Commercial knowledge
- Company organisation
- Distribution
- Energy supply industry
- Fashion
- Finance/accounting
- Human resources management
- Information and communication technology (ICT)
- Insurance companies
- Internet
- Logistics
- Management
- Marketing
- Mechanical engineering
- Public relations

- Retail trade
- Sales
- Telecommunications
- Textiles
- Tourism
- Wholesale trade

### International orientation

#### *Languages*

Chinese, Croatian, English, Polish, Russian, Turkish.

#### *Target markets*

Services are already offered in: Belarus, China, Switzerland, Ukraine, United Kingdom. Services can be offered Europe-wide, in all countries in Southeast Asia.

#### *Branch offices*

#### **Belarus**

Ravensberger (Belarus), Minsk

#### **United Kingdom**

Ravensberger (UK), Birmingham



## REFA-International, Association for Work Design, Industrial Organisation and Company Development

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Dr. Hans-Dieter Schinner  
Chairman  
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### Profile

REFA offers further training, consulting and coaching for skilled workers and management staff in all areas of production, administration and services. The goal of REFA is to improve the competitiveness and performance of companies from the production, administration and service fields by increasing productivity and improving the working conditions of employees in these fields. REFA concentrates on the entire value added chain. The program includes topics of company organisation for industry, commerce and administration such as Industrial Engineering, time studies, payment systems, production planning and control, quality management systems, logistics (marketing, production, procurement), cost and output controlling (process costing), commercial and technical data processing and data management, company organisation, personnel recruiting and personnel qualification.

*Year of foundation:* 1924

*Employees:* 35

*Training staff:* Permanent: 10;  
freelance: approx. 1,500

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000; member of the Association of German Engineers (VDI), Research Institute for Operations Management (FIR).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

### Target groups

Small, medium and large companies and public administration. Skilled workers and management staff.

### Main topics

- Finance/accounting
- Human resources management
- Management
- Public administration
- Quality management
- Soft skills
- Time and motion studies/ REFA

### International orientation

#### Languages

English, French, Spanish, further languages available on request.

#### Target markets

Services are already offered in: Austria, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Hungary, Liechtenstein, Poland, Portugal, Romania, Russian Federation, Slovakia, Slovenia, Switzerland, Tunisia, Turkey, Ukraine. Services can be offered worldwide.

#### Cooperation partners

##### Bulgaria

BIC Capital Market Ltd., Sofia

##### Hungary

Stiftung REFA-Hungaria, Budapest

##### Poland

Fundacja Polska REFA, Poznan

##### Romania

Facultatea de Textile-Pielarie, Iasi

##### Turkey

Turkish Employers' Association of Metal Industries (MESS), Sisli-Istanbul



## Rhein-Erft Akademie GmbH



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### Profile

The RHEIN-ERFT ACADEMY located in the chemical park in Knapsack is one of the leading institutions for vocational education in the Cologne area. We support the interests of our clients in every way during their training, qualification and personnel development. Our range of services include the following fields:

- Professions in the chemical industry,
- Technical professions,
- Professions in information technology,
- Professions in commercial business,
- Consultation and projects.

As well as training young individuals, the role of vocational further education and qualification is becoming more and more important. The content and methodology in our modern training facility is specifically adapted to the requirements of a particular company. Main areas of business – training and qualifications. Special service offers – commissioned training and joint training.

*Year of foundation:* 2003

*Employees:* 23

*Training staff:* Permanent: 20;  
 freelance: approx. 70

### Certification/membership

Certified acc. to DIN EN ISO 9001; member of the National Association for Company Further Training (WKR), Employers' Association of Chemical and Related Industries for the State of Hesse (AGV) and German Association for Personnel Management (DGFP).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Quality management

### Target groups

Professions in the chemical industry, technical professions, professions in information technology, professions in commercial business, consultation and projects.

### Main topics

- Business management
- Chemistry
- Commercial knowledge
- Company organisation
- EDP applications (Office, ECDL)
- Environmental engineering
- Finance/accounting

- Human resources management
- Hydraulics
- Information and communication technology (ICT)
- Management
- Marketing
- Mathematics
- Measurement/control engineering
- Mechatronics
- Metal engineering
- Office organisation
- Physics
- Pneumatics
- Process engineering
- Production engineering
- Public administration
- Safety/occupational engineering
- Welding technology

### International orientation

#### Languages

Chinese, English.

#### Target markets

Services are already offered in: Belgium, China, Netherlands. The concept of the RHEIN-ERFT AKADEMIE can, for example, also be applied within the scope of a joint venture with an industrial park in China.

*Cooperation partners*  
 in China

## Rothsee-Academy

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 www.rothsee-consulting-  
 akademie.de

Mr. Enrico Karl Heim  
 Managing Director  
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### Profile

Finances/business management/  
 accounting/controlling/consoli-  
 dated financial statements/cor-  
 porate planning national and  
 international in HGB/IFRS and  
 US-GAAP management/project  
 controlling/calculation etc.  
 – for all company lines of busi-  
 ness  
 – Health system/business man-  
 agement for hospitals, old peo-  
 ple's homes and social facilities  
 – EDV SAP/Office programs and  
 others  
 – Languages: German/English/  
 business English.

*Year of foundation:* 1990  
*Employees:* 6  
*Training staff:* 5

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Distance learning
- Face-to-face tutorials in for-  
 eign countries
- Face-to-face tutorials in Ger-  
 many
- Human resources/organisation  
 development
- Teaching/learning aids
- Training in international ac-  
 counting and business man-  
 agement
- Training scripts
- Training/project management

### Target groups

Small, medium-sized and large  
 enterprises (corporate groups);  
 public administration/authori-  
 ties/hospitals/old people's homes/  
 social facilities; trainees/manag-  
 ers/specialists and executives.

### Main topics

- Administration
- Advertising
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- E-business, e-commerce
- EDP applications (Office,  
 ECDL)
- Event management

- Finance/accounting
- Geriatric and nursing care
- Health care
- Human resources manage-  
 ment
- Internet
- Languages
- Law/taxation
- Management
- Marketing
- Materials management
- Office organisation
- Public administration
- Public relations
- Purchasing
- Quality management
- Sales
- Social welfare
- Time and motion studies/  
 REFA

### International orientation

*Languages*  
 English.

### Target markets

Services are already offered in:  
 Austria, Poland, Switzerland.  
 Services can be offered Europe-  
 wide, in all countries in Southeast  
 Asia, Middle East, in the United  
 Arab Emirates and United States.

## RWTÜV Akademie



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### Profile

The RWTÜV Akademie GmbH offers a wide range of further training and retraining measures. The spectrum extends from the technical to the ergonomic and sociological area to the commercial/economic area. In addition, practical seminars and part-time qualification courses are held. Company in-house training courses are particularly important. These are tailor-made to the company-specific requirements in combination with a selective consulting offer.

*Year of foundation:* 1989  
*Employees:* 35  
*Training staff:* 20

#### *Certification/membership*

Certified acc. to DIN EN ISO 9001 (CERTQUA); member of the National Association for Company Further Training (WKR), Carl Duisberg Working Group NRW, Society for the Promotion of Training and Further Training in the Area of Transport Companies, Trainer Conference Germany.

### Service offers

- Advice/consulting
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Medium-sized enterprises, job-seekers and large companies.

#### *Main topics*

- Administration
- Advertising
- Automotive engineering
- Business management
- Commercial knowledge
- Company organisation
- Databases
- Distribution
- EDP applications (Office, ECDL)
- Finance/accounting
- Human resources management
- Internet
- Logistics
- Management
- Marketing
- Materials management
- Mechanical engineering
- Metal-working industry
- Office organisation
- Operating systems

- Printing
- Public administration
- Public relations
- Purchasing
- Quality engineering
- Quality management
- Safety/occupational engineering
- Sales
- Time and motion studies/ REFA
- Trade-fair/event technology
- Traffic system and shipping
- Welding technology

### International orientation

#### *Languages*

English, French, Italian, Russian, Spanish.

#### *Target markets*

Services are already offered in all countries worldwide, for more information: [www.rwtuev.de](http://www.rwtuev.de)

#### *Branch offices*

Countries branches worldwide, for more information: [www.rwtuev.de](http://www.rwtuev.de)



## Sächsische Bildungsgesellschaft für Umweltschutz und Chemieberufe Dresden mbH

Gutenbergstraße 6  
D- 01307 Dresden  
Tel. +49 (0)351 44456-0  
Fax +49 (0)351 44456-12  
info@sbgdd.de  
www.sbgdd.de

Dr. Dietmar Lohmann  
Project Developer  
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### Profile

Services of the Sächsische Bildungsgesellschaft für Umweltschutz und Chemieberufe Dresden mbH (Saxon Education Company for Environmental Protection and Chemical Occupations Dresden Ltd.):

- Modularised training for scientific laboratory and production jobs and environmental jobs;
- Remote learning program for industrial foreman (chemistry) and foreman in supply and disposal;
- Order-bound, in-service further training for small and medium-sized enterprises in the fields of chemistry, physics, biology, paint and water, wastewater and recycling;
- Training and further training of master painters/painters;
- Training and further training of florists/master florists.

*Year of foundation:* 1949/1991

*Employees:* 98

*Training staff:* 60

### *Certification/membership*

Certified acc. to EMAS II in combination with DIN EN ISO 14001, 9001:2000.

### Service offers

- Coaching
- Distance learning
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

### *Target groups*

Small and medium-sized enterprises, middle management, trainees.

### *Main topics*

- Biology/biotechnology
- Chemistry
- Environmental engineering
- Painting/enamelling
- Physics
- Process engineering
- Soft skills
- Water supply industry

### International orientation

### *Languages*

Czech, English, Russian.

### *Target markets*

Services are already offered in: Czech Republic, Hungary, Korea (Republic), Netherlands, Poland, Slovakia, Taiwan.

Services can be offered in all countries in Middle and East Europe.

### *Cooperation partners*

#### **Czech Republic**

Technical College of Horticulture an Agriculture and the Vocational School Decin-Libverda, Decin

Stredni Odborne Uciliste Stavebni, Teplice

Stredni prumyslova skola, stredni odbor-ne uciliste, odbornou uciliste a uciliste, Lovosice

#### **Hungary**

Petrik Lajos Vegyipari Köerneyezetvedelmi es Informatikai Szakközepiskola, Budapest

#### **Korea (Republic)**

Oh Myun Floral Art School, Seoul

#### **Netherlands**

National Institute for Vocational Training and Education in the processing industry and laboratories (VAPRO), Leidschendam

#### **Poland**

Technical University Warsaw - Institute of Mechanics and Design - OTI Innovations Transfer Centre, Warsaw

Zespol Szkol Chemicznych Bydgoszcz, Bydgoszcz

#### **Slovakia**

State Institute for Vocational Training, Bratislava

#### **Taiwan**

Formosa Floral Design School, Taipei

## Schweißtechnische Kursstätte Saalfeld (Technical Centre for Welding, Joining and Cutting Saalfeld)



Grobestraße 13  
D- 07318 Saalfeld  
Tel. +49 (0)3671 5378-0  
Fax +49 (0)3671 33960  
www.mon.de/oth/schweisstechn.  
kursstaette

Mr. Norbert Schröer  
Owner  
Tel. +49 (0)3671 5378-12  
Schweisskursstaette-Saalfeld@  
t-online.de

### Profile

Recognised training centre of the Deutscher Verband für Schweißen und verwandte Verfahren e.V. (German Welding Society).

We provide training in:

- manual arc welding in steel and CrNi,
- gas-shielded metal-arc welding in steel, CrNi and aluminium,
- gas-shielded tungsten-arc welding in steel, CrNi and aluminium,
- gas welding.

The length of the training depends on the qualification requirements. Completion with a certification acc. to DIN EN 287-1 (DVS or TÜV) as well as a DVS-EWF certification (diploma).

*Year of foundation:* 1991

*Employees:* 7

*Training staff:* 4

### Certification/membership

Certified acc. to DIN EN ISO 9001 of the TÜV-CERT certification centre of TÜV Thüringen e.V., DIN EN 45013 of the German Association for Accreditation (TGA) (certification of welding specialists); member of the REFA – Work Study and Work Organisation Association.

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Training/project management

### Target groups

Small and medium-sized enterprises and their specialists and training staff.

### Main topics

- Human resources management
- Locksmithing
- Manufacturing engineering
- Materials engineering/testing
- Mechanical engineering
- Metal engineering
- Metal-working industry
- Office organisation
- Production engineering
- Quality management
- Welding technology

### International orientation

#### Languages

English, Russian.

#### Target markets

Services are already offered in Belarus.

Services can be offered Europe-wide, especially in all countries in Middle and East Europe.

#### Cooperation partners

Cooperative relationships with Croatia (via the German/Croatian Chamber of Commerce and Industry) and Slovenia are in preparation. Envisaged start: 2006 for poss. branch office.



## Schweißtechnische Lehr- und Versuchsanstalt Mannheim GmbH (German Welding Institute Mannheim)

Käthe-Kollwitz-Straße 19  
D- 68169 Mannheim  
Tel. +49 (0)621 3004-0  
Fax +49 (0)621 3004-291  
slv@slv-mannheim.de  
www.slv-mannheim.de

Mr. Michael Schubert  
Director of the Training and  
Further Training Department  
Tel. +49 (0)621 3004-122  
schubert@slv-mannheim.de

### Profile

The Schweißtechnische Lehr- und Versuchsanstalt (Institute for Training, Education and Research in Welding Matters) SLV Mannheim GmbH is run as a non-profit government recognised public institution (Ltd.) of the city of Mannheim, the German Welding Society (DVS) and the Chamber of Commerce and Industry Rhein-Neckar. The main areas of the 40 employees are:

- Training and further training in all areas of welding technology according to national/international standards at home and abroad,
- Construction monitoring (steel construction, rail vehicles),
- Materials testing (test laboratory accredited acc. to DIN EN 17 025),
- Electron beam/laser beam machining.

*Year of foundation:* 1952

*Employees:* 40

*Training staff:* 15

### Certification/membership

Certification and accreditation by the German Welding Society PersZert; member of the German Welding Society (DVS), German Institute for Standardization

(DIN), German Society for Non-Destructive Testing (DGZfP).

### Service offers

- Advice/consulting
- Company courses
- Distance learning
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany

### Target groups

Public administration and authorities, government ministries, specialists and executives.

### Main topics

- Materials engineering/testing
- Quality management
- Welding technology

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in: Brazil, Columbia, Kuwait, Taiwan, Thailand.

Services can be offered in all countries worldwide provided that the political conditions allow it (not in countries undergoing civil war or other unrest).

#### Branch offices

##### Thailand

TCIW - Training Centre of International Welding, Suphanburi

DSD - Department of Skill Development, Bangkok

#### Cooperation partners

##### Brazil

SENAI - Servicio Nacional de Aprendizagem Industrial, Rio de Janeiro

##### Columbia

SENA - Servicio Nacional des Aprendizaje, Bogota

##### Kuwait

PAET - Public Authority for Education and Training, Kuwait City

## Schweißtechnische- und Bildungszentrum Zwickau gGmbH (STZ)



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D- 08058 Zwickau  
Tel. +49 (0)375 332-2830  
Fax +49 (0)375 332-4230  
kontakt@stz-zwickau.de  
www.stz-zwickau.de

Mr. Klaus Schmidt  
Head of Project Management  
Tel. +49 (0)375 332-2267  
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schmidt@stz-zwickau.de

### Profile

The Schweißtechnische- und Bildungszentrum Zwickau gGmbH (STZ) develops individual products and services for businesses and implements, in addition to classic initial training and further training, innovative national and international projects. The STZ considers itself a systems supplier and offers its customers services that link company-specific requirements with the latest state of technology and scientific progress. The main customers are the automotive supply industry as well as tool, machine and plant construction.

*Year of foundation:* 1992  
*Employees:* 50  
*Training staff:* 30

### Certification/membership

DIN EN ISO 9001, DIN EN ISO 14001, DVS PersZert 1192; member of the German Welding Society (DVS), Association of German Business People in the Czech Republic (BvdU-CR).

### Service offers

- Advice/consulting
- Blended learning
- Coaching

- Company courses
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

### Target groups

Small and medium-sized enterprises, specialists and executives, trainees.

### Main topics

- Automation technology
- Business management
- CAD/CAE
- Company organisation
- Control engineering
- Electrical engineering/electronics
- Human resources management
- Hydraulics
- Information and communication technology (ICT)
- Intercultural communication
- Laser technology
- Maintenance/repair
- Measurement
- Mechanical engineering
- Mechatronics
- Metal-working industry
- Office organisation
- Pneumatics
- Process engineering
- Quality engineering
- Soft skills
- Welding technology

### International orientation

#### Languages

Czech, English, French, Russian, Spanish.

#### Target markets

Services are already offered in: Brazil, Chile, Czech Republic, Finland, Italy, Peru, United Kingdom.

Services can be offered Europe-wide, in all countries in North America, and Southeast Asia.

#### Cooperation partners

##### Brazil

SENAI (CIMATEC), Salvador

##### Chile

INACAP, Santiago de Chile

##### Czech Republic

SOS a SOU Praha

##### Finland

University of Technology, Lappeenranta

##### Italy

CESFO, Padova

##### Peru

Universidad Catolica del Peru, Lima

##### Spain

SMC International Training, Vitoria

##### United Kingdom

Training 2000 Ltd., Blackburn



## Serco Group

Justus-von-Liebig-Straße 18  
D- 53121 Bonn  
Tel. +49 (0)228 6681-337  
Fax +49 (0)228 6681-773  
hkoerner@serco.de  
www.serco.de

Mr. Hans-Dieter Koerner  
Director of Operative Management  
Tel. +49 (0)228 6681-337  
hkoerner@serco.de

### Profile

- Systems integration,
- Automotive training and documentation,
- IT training,
- Operator services.

*Year of foundation:* 1961  
*Employees:* 1,200  
*Training staff:* 80

#### *Certification/membership*

Certified acc. to DIN EN ISO 9000:2001, training company for the Chamber of Commerce and Industry, Microsoft Learning Solution Partner, IBM/Lotus certified, Linux certified.

### Service offers

- Advice/consulting
- Automotive training and documentation
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials
- Human resources/organisation development
- Training/project management

#### *Target groups*

Automotive industry, public administration, operator services, facility management, specialists and executives, trainees.

#### *Main topics*

- Administration
- Advertising
- Automation technology
- Automotive
- Automotive engineering
- Business management
- Commercial knowledge
- Company organisation
- Databases
- Distribution
- EDP applications (Office, ECDL)
- Education/schooling
- Electrical engineering/electronics
- Energy supply industry
- Finance/accounting
- Human resources management
- Hydraulics
- Information and communication technology (ICT)
- Internet
- Logistics
- Maintenance/repair
- Management
- Marketing
- Materials management
- Mathematics
- Measurement/control engineering
- Mechanical engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Multimedia
- Network technology
- Office organisation
- Operating systems

- Operation of training centres
- Physics
- Pneumatics
- Precision engineering
- Production engineering
- Programming
- Public relations
- Purchasing
- Quality engineering
- Quality management
- Real estate
- Sales
- Soft skills
- Telecommunications
- Time and motion studies/REFA
- Trade-fair/event technology
- Traffic system and shipping

### International orientation

#### *Languages*

Chinese, English, French, Italian, Polish, Russian, Spanish, Turkish.

#### *Target markets*

Services are already offered in: Australia, Belgium, China, France, Italy, Luxemburg, Netherlands, Poland, Spain. Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### *Branch offices*

#### **China**

Serco, Puyee Wong, Hongkong and Shanghai



## sikos GmbH



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schmidt@sikos.com  
www.sikos.com

Dr. Manfred Schmidt  
Managing Director  
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schmidt@sikos.com

### Profile

sikos is a company active in the field of human resources that focuses on training. sikos develops, designs, carries out and evaluates courses and training. sikos works very closely with companies and develops tailor-made and efficient training programs. An effort is made to link human resources development, knowledge management and qualification measures.

*Year of foundation:* 1991  
*Employees:* 15  
*Training staff:* 12

### Certification/membership

Certified acc. to DIN EN ISO 9001:2000, approved provider for language courses; ECDL and ECDL Advanced Test Centre, Autodesk Authorized Training Centre.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany

- Human resources/organisation development
- Training/project management

### Target groups

Specialists and executives, technicians.

### Main topics

- Administration
- Advertising
- Architecture
- Automotive engineering
- Banks
- Biology/biotechnology
- Business management
- CAD/CAE
- CAM/CIM
- Commercial knowledge
- Company organisation
- Construction
- Control engineering
- Distribution
- E-business, e-commerce
- Energy supply industry
- Environmental engineering
- Finance/accounting
- Health care
- Human resources management
- Information and communication technology (ICT)
- Internet
- Logistics
- Management
- Marketing
- Mechanical engineering
- Mechatronics

- Multimedia
- Nanotechnology
- Office organisation
- Operating systems
- Optics/optical technology
- Process engineering
- Production engineering
- Programming
- Quality assurance systems
- Quality management
- Renewable energy
- Sales
- Traffic system and shipping

### International orientation

#### Languages

Bulgarian, English, French, Russian, Turkish.

#### Target markets

Services are already offered in: Austria, Bulgaria, France, Greece, Hungary, Luxemburg, Romania. Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

#### Branch offices

**Bulgaria**  
sikos-uc Ltd., Sofia

#### Cooperation partners

**Lithuania**  
Kaunas Technical University



## SOPHIST GROUP

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 www.sophist.de,  
 www.sophistgroup.com

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 Training Administration  
 Tel. +49 (0)911 40900-0  
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### Profile

The SOPHIST GROUP specialises in requirements engineering and object orientation. We help you to plan and carry out your systems development processes as faultlessly and efficiently as possible. We contribute our many years of experience in complex consulting projects, training and tool development. Furthermore we work as internationally renowned authors and lecturers and are the organisers of the "Requirements Days" conference.

*Year of foundation:* 1995/1998  
*Employees:* 38  
*Training staff:* 14

#### *Certification/membership*

Member of the German Computer Society (GI), Object Management Group (OMG), Working Group for Software Quality in Franconia (ASQF), Institute of Electrical and Electronics Engineers (IEEE), b-agile.

### Service offers

- Counseling/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Individual planning of project-specific training examples for customers
- Teaching/learning material
- Training/project management

#### *Target groups*

Medium-sized enterprises and corporate groups, systems development processes (industry-independent), analysts, architects, designers, developers, manual authors, modellers, project managers, people responsible for processes, QM staff, team leaders, testers and people responsible for tools.

#### *Main topics*

- Business process analysis and modelling
- Object-oriented analysis, architecture and design
- Quality management
- Requirements engineering and management
- Soft skills
- Tool courses for different CASE tools

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: Austria, Switzerland, United States.

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

## SRH Fachschulen gGmbH Hotelfachschule Pirna



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Ms. Gesine Kelling  
International Cooperation  
Manager  
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Gesine.Kelling@hotelfachschule.srh.de

### Profile

The state-recognised Hotelfachschule Pirna (Pirna School of Hotel Management) was established in 1994 as one of the first private schools of its kind in Saxony and is now part of SRH Learnlife AG, one of the leading training providers in all of Germany. We are a modern service company that trains young people in hotel and catering occupations and prepares them for management positions in the hotel and tourism industry.

*Year of foundation:* 1994  
*Employees:* 43  
*Training staff:* 28

#### *Certification/membership*

Member of the Association of German Private Schools (VDP), Association of German Hotels and Restaurants (DEHOGA), German Chefs' Association (VKD), Association of Maitres d'Hotel, Restaurants and Hotel Staff (VSR).

### Service offers

- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany

#### *Target groups*

Trainees, further training participants.

#### *Main topics*

- Catering
- Food/luxury food production
- Hotel industry
- Tourism

### International orientation

#### *Languages*

English, French, Hungarian, Russian.

#### *Target markets*

Services can be offered in all countries in East Europe. Acquisition in Czech Republic, Poland, Hungary.



## Staatliche Technikerschule Weilburg (State technical academy)

Frankfurter Straße 40  
D- 35781 Weilburg  
Tel. +49 (0)6471 92610  
Fax +49 (0)6471 926155  
verwaltung@stsw Weilburg.de  
www.stsw Weilburg.de

Mr. Wolfgang Hill  
Academy Director  
Tel. +49 (0)6471 926111  
hill@stsw Weilburg.de

### Profile

State further training institute for vocational further training of skilled workers to become a state-certified technician (specialist for management tasks in middle management).

We are proud of our reputation for excellence in education due to:

- high requirements from students, including tutoring and special arrangements;
- academically qualified lecturers with long-term experience in relevant industrial fields;
- hands-on lectures in state-of-the-art laboratories and permanent cooperation with firms;
- court of residence and restaurant.

*Year of foundation:* 1963

*Employees:* 76

*Training staff:* 41

### Service offers

- Face-to-face tutorials in Germany

#### *Target groups*

Specialists and executives in middle management.

#### *Main topics*

- Automation technology
- CAD/CAE
- CAM/CIM
- Construction
- Control engineering
- Control technology
- Databases
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Environmental engineering
- Information and communication technology (ICT)
- Internet
- Measurement/control engineering
- Mechanical engineering
- Mechatronics
- Multimedia
- Network technology
- Process engineering
- Production engineering
- Quality engineering
- Telecommunications

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in China.

Services can be offered Europe-wide.

## Steinbeis-University Berlin, Transfer-Institut Business Administration and International Entrepreneurship

Kalkofenstraße 53  
D- 71083 Herrenberg  
Tel. +49 (0)7032 9458-10  
Fax +49 (0)7032 9458-58  
info@steinbeis-mba.de  
www.steinbeis-mba.de

Ms. Friederike Ehrke  
Marketing, CRM  
Tel. +49 (0)7032 9458-72  
ehrke@stw.de



### Profile

The Steinbeis-University Berlin (SHB) is a 100% subsidiary of the Steinbeis foundation. As a state-recognised, post-graduate, academic university, it offers transfer- and application-oriented project competence studies according to the dual principle. Working on business-related projects is an integral part of all courses of study. The MBA program "InternationalMBA Globalisation Management" supports medium-sized companies to establish international business relations, and it offers young foreign up and coming managers the possibility to acquire an MBA degree and to recommend themselves as future managers in their partner company during the program.

*Year of foundation:* 1998  
*Employees:* 653  
*Training staff:* 452

#### *Certification/membership*

State-recognised, private, academic university (part of the Steinbeis foundation). The program is accredited.

### Service offers

- Face-to-face tutorials in Germany
- Preparation for international management tasks
- Project competence studies (MBA)

#### *Target groups*

Young, foreign up and coming managers and German small and medium-sized enterprises (SME's).

#### *Main topics*

- Administration
- Advertising
- Business management
- Commercial knowledge
- Company organisation
- Distribution
- Finance/accounting
- Human resources management
- Intercultural communication
- International business development/creation of a business plan
- Languages
- Law/taxation
- Management
- Marketing
- Materials management
- Public relations
- Purchasing
- Quality management
- Sales
- Soft skills

### International orientation

#### *Languages*

English.

#### *Target markets*

Services are already offered in: Brazil, Chile, China, Latvia, Netherlands, Romania, Russia.

Services can be offered Europe-wide, in all countries in Southeast Asia and Middle East.

The MBA program can be offered worldwide.

#### *Branch offices*

##### **China**

Steinbeis-University Berlin, Delegation of German Industry and Commerce, Shanghai

#### *Cooperation partners*

##### **Brazil**

FUNDUNESP Brazil – a foundation of the Universidade Estadual Paulista, São Paolo

##### **China**

Foreign chamber of industry and commerce, Shanghai

Tsinghua University, Beijing

Cooperation with foreign chambers of industry and commerce in over 10 countries as well.



## Stiftung Bildung & Handwerk (Education & Craft Foundation)

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Mr. Peter Götde  
Board of Directors  
Tel. +49 (0)5251 700-103  
goedde@s-b-h.de

### Profile

The Stiftung Bildung & Handwerk (SBH) comprises the following areas:

- dual vocational training, master training;
- teaching of competences for specialists, executives in industrial/technical, commercial, nursing, information processing, medical, social, pedagogical, academic occupations;
- advising, coaching, training people who are setting up a business;
- qualification in the IT area, multimedia;
- consulting on personnel and organisation development;
- projects of the UE;
- management of University of Applied Sciences.

*Year of foundation:* 2000

*Employees:* 1,550

*Training staff:* 1,350

#### *Certification/membership*

Numerous enterprises of the foundation are certified acc. to DIN EN ISO 9000; member of the Donors' Association for the Promotion of Sciences and Humanities in Germany, National Association of Providers of Vocational Training (BBB).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- Training/project management

#### *Target groups*

Small and medium-sized enterprises, trainees, specialists and executives, people setting up new businesses.

#### *Main topics*

- Automation technology
- Automotive engineering
- CAD/CAE
- CAM/CIM
- Company organisation
- Control engineering
- EDP applications (Office, ECDL)
- Environmental engineering
- Event management
- Finance/accounting
- Health care
- Heating technology
- Hotel industry
- Human resources management
- Information and communication technology (ICT)
- Intercultural communication

- Logistics
- Management
- Marketing
- Measurement/control engineering
- Mechatronics
- Multimedia
- Public relations
- Retail trade
- Tourism
- Trade-fair/event technology

### International orientation

#### *Languages*

Arabic, Bosnian, Chinese, Croatian, English, Finnish, Italian, Persian, Polish, Portuguese, Russian, Slovenian, Spanish, Turkish.

#### *Target markets*

Services are already offered in: China, Estonia, Poland, Spain. Services can be offered Europe-wide, Southeast Asia, Middle East.

#### *Branch offices*

##### **China**

SBH Representative Office, Suzhou

##### **Estonia**

Tehnikahariduskeskus OÜ, Pärnu

##### **Poland**

BOW Polska, Zawidow  
InBIT Grupa Edukacyjna, Stettin,  
Danzig, Warsaw, Krakow

## Stiftung Grone-Schule (Grone Foundation)



Netzwerk Arbeitswelt

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Fax +49 (0)40 23707-344  
m.maertens@grone.de  
www.grone.de

Ms. Marion Storm  
Consultant  
Tel. +49 (0)40 23707-337  
m.storm@grone.de

### Profile

Grone is a non-profit foundation and one of Germany's largest private educational institutions with a long history of initial and advanced vocational training. Today Grone is a partner for employment exchanges and corporate clients, offering vocational training, further education as well as an employment service and career counselling.

*Year of foundation:* 1895  
*Employees:* 720  
*Training staff:* 500

*Certification/membership*  
Certified acc. to DIN EN ISO 9000:2001.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- German courses
- Human resources/organisation development
- Outplacement
- Quality management
- Vocational qualification

### Target groups

Small and medium-sized enterprises, public administration and public authorities, trainees, specialists and executives.

### Main topics

- Commercial knowledge
- Company organisation
- Databases
- Distribution
- E-business, e-commerce
- Education/schooling
- Finance/accounting
- Health care
- Hotel industry
- Human resources management
- Outplacement
- Public administration
- Public relations
- Tourism

### International orientation

#### Languages

English, French, Polish, Russian.

#### Target markets

Services are already offered in: Afghanistan, Poland, Serbia and Montenegro (Kosovo), Tunisia. Services can be offered Europe-wide, in all countries in Southeast Asia, China, Ukraine.

#### Branch offices

##### Poland

Pormorska Akademia and Gdanska Akademia, Szczecin, Slupsk, Gdansk

##### Serbia and Montenegro (Kosovo)

Deutsche Akademie für Wirtschaft und Datenverarbeitung (DAWIDAK), Pristina

##### Tunisia

EUROPSERVICES S.A.R.L., Kairouan

#### Cooperation partners

##### Serbia and Montenegro

Touristic Training Centres (TTC) & IT-Training Centre (ITC), Herceg Novi, Podgorica



## SWA Weiterbildungsakademie Sachsen GmbH

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### Profile

Vocational training and further training in approx. 20 occupations. The spectrum ranges from commercial/administrative jobs to jobs in the modern service industry. Our state-certified vocational school centre for middle management leads in the areas of foreign languages, international tourism, hotel management, graphics, layout and design in Saxony. Special service offers: language training seminars, intercultural seminars, organisation and supervision of specialist internships at home and abroad, maintenance of traditional craft techniques, test centre for the EBC\*L (European Business Driver's License) and accueil (int. language certificate for the hotel industry and tourism).

*Year of foundation:* 1990  
*Employees:* 58  
*Training staff:* 35

#### *Certification/membership*

Certified acc. to DIN EN ISO 9000:2001; member of the Association of German Private Schools (VDP).

### Service offers

- Coaching
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Training/project management

#### *Target groups*

Small and medium-sized enterprises, trainees, specialists and executives, college students.

#### *Main topics*

- Advertising
- Catering
- Commercial knowledge
- EDP applications (Office, ECDL)
- Education/schooling
- Finance/accounting
- Intercultural communication
- Multimedia
- Tourism
- Wood

### International orientation

#### *Languages*

Arabic, English, French, Italian, Portuguese, Russian, Spanish.

#### *Target markets*

Services are already offered in: China, Czech Republic. Services can be offered Europe-wide.

#### *Cooperation partners*

##### **China**

Jingan District Spare-time College, Shanghai

Qian Jin College, Shanghai

##### **Czech Republic**

Stredni odborné uciliste sluzeb, Litvinov-Hamr



## synetz – the management consultants



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CEO  
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### Profile

We are a systematic management consultant firm for implementing and supervising business development and change processes. We focus on variety – the topic of diversity. We design e.g. leadership and team development processes, support teams in improving their work efficiency – international project teams as well – or coach managers in an international context. We train change managers or human resources developers and coach executives.

*Year of foundation:* 1997  
*Employees:* 6  
*Training staff:* 5

#### *Certification/membership*

Member of the German Association for Personnel Management (DGFP), Society for Intercultural Education, Training and Research (SIETAR), European Foundation for Quality Management (EFQM), International Organisation Development Association (IODA), International Association for Diversity Management (idm).

### Service offers

- Advice/consulting
- Coaching
- Human resources/organisation development
- Strategy development
- Training

#### *Target groups*

Companies, human resources development, specialists and executives.

#### *Main topics*

- Company organisation
- Distribution
- Diversity
- Event management
- Human resources management
- Intercultural communication
- Leadership
- Management
- Project management (multi-industry)
- Quality management
- Sales

### International orientation

#### *Languages*

English, French, Italian, Spanish.

#### *Target markets*

Services are already offered in: Burkina Faso, Cameroon, China, India, Kenya, Nigeria, Senegal, Slovakia, South Africa, Eastern Europe.

Services can be offered Europe-wide, in all countries in Southeast Asia, Middle East, and Africa.

#### *Branch offices*

##### **Nigeria**

akada Konsults, Lagos

#### *Cooperation partners*

##### **Burkina Faso**

Venegre Consult, Ouagadugu

##### **India**

Wisdom Consult, Bangalore



Technik und Medien

## Technik und Medien GmbH

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### Profile

Technik und Medien GmbH is producing top quality e-learning systems for vocational and further training. We emphasise the development of effective programs with high didactical and technical quality coupled with elaborated content related to practice. Our e-learning systems are task oriented and come along with teaching resources like work sheets and teacher's manuals. Our solutions are Internet and Intranet accessible, compatible with all major learning platforms and conform to international development standards like SCORM or AICC.

*Year of foundation:* 1994  
*Employees:* 6

### Service offers

- Advice/consulting
- Company courses in foreign countries managed by Scitron
- Editorship
- E-learning (CBT/WBT)
- Script writing, training for script writers
- Teaching/learning aids
- Training/project management

#### *Target groups*

The training programs are suitable for technical and commercial vocational schools, training institutes for further education (governmental and non-governmental organisations), in-house trainings and universities.

#### *Main topics*

- Automation technology
- Business management
- Commercial knowledge
- Company organisation
- Corrosion protection
- Finance/accounting
- Insurance companies
- Languages
- Maintenance/repair
- Manufacturing engineering
- Materials engineering/testing
- Mechanical engineering
- Mechatronics
- Metal engineering
- Metal-working industry
- Production engineering
- Welding technology

### International orientation

#### *Languages*

Arabic, English, French.

#### *Target markets*

Services are already offered in Egypt.  
Services can be offered in all countries in West Europe and Middle East.

#### *Cooperation partners*

#### **Egypt**

Scitron Technical Training and Consulting, Heliopolis, Cairo

## Technische Akademie Esslingen



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### Profile

The Technische Akademie Esslingen (Technical Academy of Esslingen - TAE) has offered further training at the highest level for 50 years - in technical and non-technical areas of business. The focus here is on customer benefit. TAE holds over 1,000 courses per year, develops further training concepts and advises companies on the subject of employee training. We also organise international colloquia and symposia.  
www.tae.de.

*Year of foundation:* 1955  
*Employees:* 40  
*Training Staff:* Freelance:  
approx. 3,000

### Certification/membership

Certified acc. to DIN EN ISO 9000:2001; member of the National Association for Company Further Training (WKR).

### Service offers

- Advice/consulting
- Apprenticeships
- Certification courses
- Company courses
- Conferences, colloquia, symposia
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Inhouse trainings
- Training/project management

### Target groups

Specialists and executives in technical and non-technical areas of businesses and organisations.

### Main topics

- Automation technology
- Automotive engineering
- Business management
- CAD/CAE
- CAM/CIM
- Commercial knowledge
- Company organisation
- Construction
- Control engineering
- Corrosion protection
- Databases
- Distribution
- EDP applications (Office, ECDL)
- Electrical engineering
- Environmental engineering
- Finance/accounting
- Human resources management
- Hydraulics
- Information and communication technology (ICT)
- Internet
- Languages
- Law/taxation
- Management
- Manufacturing engineering
- Marketing
- Materials management
- Measurement
- Measurement/control engineering
- Mechanical engineering
- Mechatronics
- Medical technology
- Network technology
- Office organisation
- Operating systems
- Process engineering
- Production engineering
- Programming
- Public relations
- Purchasing
- Quality engineering
- Quality management
- Sales
- Soft skills
- Surveying
- Time and motion studies/ REFA
- Tribology
- Ventilation technology

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in: Austria, Switzerland.  
Services can be offered in all countries in the Middle and Eastern Europe.



## TEQ Technologietransfer & Qualitätssicherung GmbH

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### Profile

TEQ Technologietransfer & Qualitätssicherung GmbH (TEQ Technology Transfer and Quality Assurance) has been successfully active in training and consulting in the areas of Six Sigma, quality management, quality techniques and reliability, production measurement technology and measurement management systems, environmental protection, environmental management and integrated management for 15 years. They have consequently developed a number of courses and seminars on these subjects. The participants in these seminars are taught specific knowledge in a practical way based on the latest findings from science and research as well as current standardisation.

*Year of foundation:* 1990  
*Employees:* 21  
*Training staff:* 11

*Certification/membership*  
Certified acc. to DIN EN ISO 9001:2000; member of the American Society for Quality (ASQ), Chamber of Commerce and Industry in Southwestern Saxony Chemnitz-Plauen-Zwickau, Saxony Rationalisation and Innovation Centre (RKW), Saxony Employers' Association (UV Sachsen).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Teaching/learning aids
- Training/project management

#### Target groups

Manufacturing companies, service-providers.

#### Main topics

- Automation technology
- Automotive engineering
- Company organisation
- Control engineering
- Electrical engineering/electronics
- Environmental engineering
- Environmental management
- Geriatric and nursing care
- Health care
- Management
- Manufacturing engineering
- Materials engineering/testing
- Materials management
- Measurement
- Measurement/control engineering

- Mechanical engineering
- Mechatronics
- Medical technology
- Metal engineering
- Metal-working industry
- Production engineering
- Production measurement technology
- Quality engineering
- Quality management
- Safety/occupational engineering
- Six Sigma

### International orientation

#### Languages

Bulgarian, English, Polish, Russian.

#### Target markets

Services are already offered in: Bulgaria, Poland.  
Services can be offered Europe-wide, in all countries in the Middle East.

#### Branch offices

##### Bulgaria

Bulgarian/German Institute for Quality and Industrial Management, Gabrovo

##### Poland

TEQ Polska Spółka z o.o., Poznan

## TRUMPF Werkzeugmaschinen GmbH + Co. KG – Training Center Ditzingen

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Administration for International  
Courses  
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training@de.trumpf.com



### Profile

TRUMPF Werkzeugmaschinen GmbH + Co. KG, with headquarters in Ditzingen near Stuttgart, is one of the world's leading manufacturers of production technology for flexible sheet metal forming.

The core business of the company training centre in Ditzingen is to train technical specialists for the sheet metal forming industry in the use of TRUMPF products.

The TRUMPF training programme includes a multitude of individually combinable courses in the areas of programming, machine operation as well as maintenance and repair.

Each year, the training centre carries out approx. 1,000 training measures with 5,000 participants over a total of 17,000 participant days.

*Year of foundation:* 1986

*Employees:* 35

*Training staff:* Permanent: 29;  
freelance: 40

### *Certification/membership*

Member of the Association of Medium-Sized Industrial Training Centres in Baden-Württemberg (VermIT).

### Service offers

- Advice/consulting
- Blended learning
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Teaching/learning aids

### *Target groups*

Specialists for the sheet metal forming industry.

### *Main topics*

- Laser technology
- Maintenance/repair
- Manufacturing engineering
- Metal-working industry
- Programming
- Welding technology

### International orientation

#### *Languages*

English, further languages available on request.

#### *Target markets*

It is possible to complete an international training programme in one of over 50 TRUMPF subsidiaries and agencies worldwide.



## TÜV Akademie TÜV SÜD Gruppe

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### Profile

Training people – developing the future.

As a respected training enterprise, we are active throughout Germany and internationally. Our mission is to update knowledge in industry, technology and society continually with courses, practical instruction and a multitude of other measures. Since our foundation in 1986, more than 60,000 people have participated in our training courses each year. Our graduates earn TÜV-certified and tested qualifications in over 20 areas of knowledge and up to 400 open seminar subjects. Numerous course concepts have a modular structure, in order to ensure that our customers gain competence in clear steps. We additionally hold many in-house seminars at companies: standardised or as a made-to-measure solution, entirely as the customer desires. We support industrial firms, medium-sized businesses, trades, commercial enterprises and individuals: with around 180 employees who have diverse competence profiles; with technicians, engineers, graduates in business management, psychologists and teachers, above all however with over 2,000 authorised experts with up-to-date knowledge.

*Year of foundation:* 1986  
*Employees:* 180  
*Training staff:* 2,000

*Certification/membership*  
Certified acc. to DIN EN ISO 9001:2000, German Accreditation Office, German Accreditation Council (DAR).

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries/Germany
- Human resources/organisation development
- International conference and convention management
- Profiling
- Teaching/learning aids
- Training needs analysis
- Training/project management

### Target groups

Industrial firms, medium-sized businesses, trades, commercial enterprises and individuals, public administration, authorities.

### Main topics

- Automotive engineering
- Business management
- Company organisation
- Education/schooling
- Electrical engineering/electronics

- Energy supply industry
- Environmental engineering
- Health care
- Human resources management
- Management
- Marketing
- Mechanical engineering
- Medical technology
- Medicine
- Process engineering
- Production engineering
- Quality engineering
- Quality management
- Renewable energy
- Social welfare
- Soft skills
- Tourism
- Traffic engineering
- Water supply industry
- Wellness

### International orientation

#### Languages

English, French, Italian, Russian, Spanish.

#### Target markets

Services are already offered in: Austria, China, Czech Republic, Hungary, Italy, Korea (Republic), Poland, Russia, Slovakia, Slovenia, Turkey, United States, and in Asian countries.

#### Branch offices

Worldwide locations of the TÜV SÜD group.

## TÜV NORD Technisches Schulungszentrum GmbH & Co. KG

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### Profile

The TÜV NORD Schulungszentrum (Training Centre of the Technical Inspection Agency North) is an educational institution with a strong practical orientation. Technical training in the areas of automobiles, logistics, people and transport are the competence fields. The educational institute has its own painting and workshop facilities at the Hamburg and Bandelin (Greifswald) locations. In Nordstedt and Bandelin, there is an extensive fleet of trucks available for driver training and further training. Measures for reintegration in the labour market are recognised by the Agentur für Arbeit (Job Center), and participants in this training receive support. The range of offers extends from forklift driver training to skills development for adjustment for truck specialists. The acquisition of a truck driver's or bus driver's license is part of the range of offers as well as the preparation for the IHK (Chamber of Commerce and Industry) examination as a Specialist for Administration of Inventory. Successful projects with foreign partners attest to the competence and flexibility of the TÜV NORD training centre.

*Year of foundation:* 1980  
*Employees:* 60  
*Training staff:* 40

*Certification/membership*  
Certified acc. to DIN EN ISO 9000:2001; member of the Advanced Training Hamburg (WH).

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Teaching/learning aids

### Target groups

Small and medium-sized enterprises, trainees, specialists from automotive repair and paintwork, inventory, vehicle fleets and motor vehicle workshops, truck drivers.

### Main topics

- Automotive engineering
- EDP applications (Office, ECDL)
- Electrical engineering/electronics
- Information and communication technology (ICT)
- Internet

- Locksmithing
- Logistics
- Maintenance/repair
- Materials management
- Mechatronics
- Packaging technology
- Painting/enamelling
- Restoration
- Soft skills
- Traffic system and shipping
- Welding technology
- Wood

### International orientation

#### Languages

Chinese, English.

#### Target markets

Services are already offered in: China, Poland.

Services can be offered Europe-wide, in all countries in Asia/Oceania and Middle East.

#### Cooperation partners

#### China

TeHaWe Connection Office GmbH, Hamburg Office



## TÜV Training and Consulting

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### Profile

With a total turnover of 100 million euros, TÜV Bildung und Consulting is a large and established training institute in Germany. Only few competitors have a similarly wide range of services for the relevant target group of vocational training and further training.

Today, our 700 permanent and over 3,000 freelance employees provide advice and training at 60 locations in Germany and in many other countries worldwide, especially in Eastern Europe and Asia.

- Each year, we train over 36,000 job-seeking clients.
- At the same time, we prepare over 5,000 ambitious people for executive practice, for the CCI examination or the TÜV certificate.
- Over 25,000 specialists and executives take advantage of our offer each year. And more than 75% of our lecturers are themselves experienced executives in business and industry.
- Our current conference and convention offer provides active executives with a platform to exchange experiences on current trends and the strategic challenges of today.

*Year of foundation:* 1970  
*Employees:* 700  
*Training staff:* 300

### Certification/membership

Certified acc. to DIN EN ISO 9000; member of the National Association for Company Further Training (WKR), EuroTra, ENE-TRAC, Association for Vocational Training - Q-Association.

### Service offers

- Coaching
- Company courses
- Consulting
- E-learning (CBT/WBT)
- Face-to-face tutorials
- Human resources/organisation development
- Teaching/learning aids
- Training
- Project management

### Target groups

Specialists and executives, companies, vocational training institutes, public administration and authorities.

### Main topics

- Business management
- Construction
- Corrosion protection
- Electrical engineering/electronics
- Environmental engineering
- Geriatric and nursing care

- Heating technology
- Hygiene
- Intercultural communication
- Locksmithing
- Logistics
- Maintenance/repair
- Mechatronics
- Office organisation
- Process engineering
- Quality management
- Renewable energy
- Safety/occupational engineering
- Sanitary technology
- Soft skills
- Tourism and wellness
- Traffic system and shipping
- Welding technology

### International orientation

#### Languages

Chinese, English, Portuguese, Russian, Spanish.

#### Target markets

Services can be offered Europe-wide, in all countries in Middle and South America, Southeast Asia, Middle East, and United States.

#### Branch offices/cooperation partners

You can find information on more than 140 branches of the TÜV Rheinland Group at [www.de.tuv.com](http://www.de.tuv.com). Information on our partners can be found at: [www.tuev-akademie.de](http://www.tuev-akademie.de).



## Verwaltungs- und Wirtschafts-Akademie Baden (VWA-Baden) – Academy for Public Management and Economics



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### Profile

VWA-Baden is a public training institute associated with the Bundesverband der Verwaltungs- und Wirtschafts-Akademien. The current president of our academy is the former president of the Bundesverfassungsgericht (German Federal Constitutional Court) Prof. Dr. jur. Ernst Benda.

We specialise in training technical and managerial personnel with emphasis on city, regional, and community administration. In close cooperation with various community boards of Baden-Württemberg's leading associations, we provide technical seminars, conferences, workshops and internal projects in all areas of municipal administration (see our homepage [www.vwa-baden.de](http://www.vwa-baden.de)). A particular focus of ours is on questions regarding administrative management and administrative modernisation.

We support the state of Baden-Wuerttemberg, especially the realisation in implementing education for technical and managerial personnel. Through our activities, we provide instruction to further the development of municipal administration. We have a broad range of experts available, with

qualified instructors, consultants, trainers, assessors, etc. We primarily recruit our experts from local government, institutions of higher education and other institutions.

With innovative educational products like the dual track educational system of the Berufsschule (Professional Academy) - a creation of the VWA - or the Germany-wide, university equivalent course Betriebswirt VWA (Business Administration degree), we have received a high level of recognition in our field.

*Year of foundation:* 1927/1954

*Employees:* 9

*Training staff:* only external

### Certification/membership

Member of the National Association of German Administration and Business Academies, Frankfurt.

### Service offers

- Advice/consulting
- Company courses
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Training/project management
- Translation and interpretation service

### Target groups

Public administration and authorities, public enterprises/state enterprises, public service, government and administration structures, specialists and executives, service companies.

### Main topics

- Administration
- Business management
- Commercial knowledge
- E-business, e-commerce
- EDP applications (Office, ECDL)
- Finance/accounting
- Geriatric and nursing care
- Health care
- Human resources management
- Intercultural communication
- Law/taxation
- Management
- Marketing
- Materials management
- Public administration
- Social welfare
- Soft skills

### International orientation

#### Languages

English.

#### Target markets

Services are already offered in all countries in Africa. Services can be offered in all countries in Middle and East Europe, Southeast Asia and Middle East.



## WBS TRAINING AG

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### Profile

WBS TRAINING AG has been active in the further training and training market for over 25 years. Around 70 employees and 400 trainers at 10 locations attend to 5 central areas of business. These range from company training courses and open seminars to job service and supported vocational training, to SAP consulting and training. WBS offers an extensive spectrum of methods, such as face-to-face training, tailor-made learning media or blended learning. The quality management is certified (DIN EN ISO 9001:2000).

*Year of foundation:* 1985  
*Employees:* 70  
*Training staff:* Freelance: 400

*Certification/membership*  
Certified acc. to DIN EN ISO 9001:2000.

### Service offers

- Advice/consulting
- Blended learning
- Coaching
- Company courses
- E-learning (CBT/WBT)
- Face-to-face tutorials in Germany
- Human resources/organisation development
- SAP-trainings
- Teaching/learning aids
- Train the trainer
- Training/project management

### Target groups

People working in the organisational and commercial field, executives from all areas.

### Main topics

- Advertising
- Banks
- Business management
- Distribution
- EDP applications (Office, ECDL)
- Human resources management
- Insurance companies
- Intercultural communication
- Internet, new media, multi-media
- IT - general
- Languages
- Management
- Marketing

- Office administration
- Office organisation
- Public relations
- Quality management
- Real estate
- Sales
- Soft skills

### International orientation

#### Languages

English, French.

#### Target markets

Services are already offered in: Austria, Belgium, Croatia, France, Greece, Italy, Poland, Switzerland. Services can be offered in: Bulgaria, Canada, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Russian Federation, Slovenia, Ukraine, United States.

#### Cooperation partners

#### Belgium

Demos, Brussels

#### France

Demos, Paris

#### Italy

KIK Kühn International Consulting, Rome (for all European countries such as France, Belgium, Austria)

## ZDS Central College of the German Confectionery Industry



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### Profile

Founded in 1951, the ZDS Zentralfachschule der Deutschen Süßwarenwirtschaft e.V. (ZDS Central College of the German Confectionery Industry) enjoys worldwide renown as centre for training and personnel development for all sectors of the confectionery industry.

The ZDS trains and educates technical experts in the field of confectionery technology and provides skills in food technology. It also offers special courses to prepare for state examinations as industrial supervisor and certified food technician.

Every year, participants from more than 30 nations attend technical conferences and practical courses concerning every aspect of confectionery production. The ZDS acts as consultant for companies all over the world and holds specific corporate training courses as well as conducting analyses and tests for member companies.

Services: Vocational college, national and international seminars and practical courses in seven languages; individual courses and trials for member companies.

*Year of foundation:* 1951  
*Employees:* 55  
*Training staff:* 13

*Certification/membership*  
Member of the National Association of the German Confectionery Industry (BDSI), German Institute for Food Technology (DIL).

### Service offers

- Advice/consulting
- Company courses
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Seminars, workshops, congresses

*Target groups*  
Confectionery and food industry as well as corresponding component supplying industry.

*Main topics*

- Food/luxury food production
- Hygiene
- Quality management

### International orientation

#### *Languages*

English, French, Italian, Portuguese, Spanish, Turkish.

#### *Target markets*

Services are already offered in all countries worldwide.



Zentrum für Europäische  
Wirtschaftsforschung GmbH  
Centre for European  
Economic Research

## Zentrum für Europäische Wirtschafts- forschung GmbH (ZEW) – Centre for European Economic Research

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### Profile

The main tasks of the Zentrum für Europäische Wirtschaftsforschung (Centre for European Economic Research) are economic research, economic policy consulting and knowledge transfer. The latter is an important matter at ZEW. The results of ZEW research are disseminated externally in a practical way. For this purpose, ZEW is the only German economic research institute to have established its own further training department, which helps to train employees. ZEW is positive evaluated by the German Scientific Council.

*Year of foundation:* 1990  
*Employees:* 130  
*Training staff:* Approx. 110  
trainers and facilitators

### Service offers

- Advice/consulting
- Coaching
- Company courses
- Evaluation and analysis
- Face-to-face tutorials in foreign countries
- Face-to-face tutorials in Germany
- Human resources/organisation development
- Modular further training offers
- Teaching/learning aids

#### *Target groups*

Specialists and executives, companies, municipalities, states, ministries, science and education.

#### *Main topics*

- Administration
- Banks
- Business management
- Commercial knowledge
- Databases
- Finance/accounting
- Human resources management
- Intercultural communication
- Internet
- Law/taxation
- Management
- Marketing
- Public administration
- Soft skills
- Traffic system and shipping

### International orientation

#### *Languages*

English, French.

#### *Target markets*

Services are already offered in: Austria, China, France, Switzerland, United Kingdom, United States.

Services can be offered Europe-wide, in all countries in Southeast Asia, and Middle East.





## List of Abbreviations

### Certifications and memberships

Abbr.	German	English
ADBW	Arbeitsgemeinschaft der Bildungswerke der Deutschen Wirtschaft e.V.	Working Group of Vocational Training Institutes of German Industry
agh	Verband Großhandel Außenhandel Verlage und Dienstleistung Hessen e.V.	Association of Wholesale Trade, Foreign Trade, Publishers and Service Providers in Hesse
AGV Hessen Chemie	Arbeitgeberverband Chemie und verwandte Industrien für das Land Hessen e.V. (HessenChemie)	Employers' Association of Chemical and Related Industries for the State of Hesse
AICC		Aviation Industry CBT Committee
Aiest		International Association of Scientific Experts in Tourism
AKS	Arbeitskreis der Sprachenzentren, Sprachlehrinstitute und Fremdspracheninstitute	The Association of language centres, language teaching institutes and institutes of foreign languages
ARE		Association of European Regions
ARELS		Association of Recognized English Language Services
ASQ		American Society for Quality
ASQF	Arbeitskreis Software Qualität in Franken e.V.	Working Group for Software Quality in Franconia
ASTD		American Society for Training and Development
ASU	Arbeitsgemeinschaft Selbstständiger Unternehmer e.V.	Association of German Entrepreneurs
AUE	Arbeitskreis Universitäre Erwachsenenbildung e.V.	Working Group for University Adult Education
BBB	Bundesverband der Träger beruflicher Bildung (Bildungsverband) e.V.	National Association of Providers of Vocational Training
BDSE	Bundesverband des Deutschen Schuheinzelhandels e.V.	National Association of Retail Shoe Trade
BDSI	Bundesverband der Deutschen Süßwarenindustrie e.V.	National Association of the German Confectionery Industry
BDU	Bundesverband Deutscher Unternehmensberater e.V.	Federal Association of German Consultants
BDVT	Berufsverband der Verkaufsförderer und Trainer e.V.	Federal Association of Sales Promoters and Trainers
BIBB	Bundesinstitut für Berufsbildung	Federal Institute for Vocational Education and Training

<b>Abbr.</b>	<b>German</b>	<b>English</b>
BMBF	Bundesministerium für Bildung und Forschung	Federal Ministry of Education and Research
BME	Bundesverband Materialwirtschaft, Einkauf und Logistik	Federal Association of Materials Management, Purchasing and Logistics
BQM	Bildungs-Qualitäts-Management	Quality Management for Education
bSb	Bundesverband für Sekretariat und Büro-management	National Association of Secretarial Work and Office Management
BTE	Bundesverband des Deutschen Textil-einzelhandels e.V.	National Association of Retail Textile Trade
bvaa	Berliner Verband für Arbeit und Ausbildung	Berlin Association for Work and Training
BvdU-CR	Bundesverband deutscher Unternehmer in der Tschechischen Republik e.V.	Association of German Business People in the Czech Republic
BVDW	Bundesverband Digitale Wirtschaft e.V.	Digital Economy Group
BVL	Bundesvereinigung Logistik e.V.	German Supply Chain Management Organisation
BVMW	Bundesverband Mittelständische Wirtschaft	German Association of Medium-Sized Businesses
CCNA		Cisco Certified Networking Associate
CDA	Carl Duisberg Arbeitskreis Nordrhein-Westfalen e.V.	Carl Duisberg Working Group NRW
CEEMAN		Central and East European Management Development Association
CERT-QUA	Gesellschaft der Deutschen Wirtschaft zur Förderung und Zertifizierung von Qualitätssicherungssystemen in der Beruflichen Bildung	Society of German Business for the Promotion and Certification of Quality Assurance Systems in Vocational Training
CORENET		CORENET - Global Corporate Real Estate Network, USA
DAR	Deutscher Akkreditierungsrat	German Accreditation Council
DeGEval	Deutsche Gesellschaft für Evaluation e.V.	German Evaluation Society
DE-HOGA	Deutscher Hotel- und Gaststättenverband	Association of German Hotels and Restaurants
DGFP	Deutsche Gesellschaft für Personalführung e.V.	German Association for Personnel Management
DGQ	Deutsche Gesellschaft für Qualität	German Society for Quality
DGWF	Deutsche Gesellschaft für wissenschaftliche Weiterbildung und Fernstudium e.V.	German Association for University Continuing and Distance Education



<b>Abbr.</b>	<b>German</b>	<b>English</b>
DGZfP	Deutsche Gesellschaft für zerstörungsfreie Prüfung	German Society for Non-Destructive Testing
DHKT	Deutscher Handwerkskammertag	German Confederation of Chambers of Skilled Crafts
DIL	Deutsches Institut für Lebensmitteltechnik e.V.	German Institute for Food Technology
DIN	Deutsches Institut für Normung e.V.	German Institute for Standardization
DMG	Deutsch-Mosambikanische Gesellschaft	German-Mozambican Society
DMI	Deutsches Mode Institut e.V.	German Fashion Institute
DRV	Deutscher Reisebüro und Reiseveranstalter-Verband e.V.	German Travel Agents' and Tour Operators' Association
DV	Deutscher Didacta Verband e.V.	German Didacta Association
DVGW	Deutsche Vereinigung des Gas- und Wasserfaches	German Confederation of Gas and Water Technology
DVS	Deutscher Verband für Schweißen und verwandte Verfahren e.V.	German Welding Society
DWV	Deutscher Wasserstoff- und Brennstoffzellen-Verband	German Hydrogen and Fuel Cell Association
EADI		European Association of Development Research and Training Institutes
EBDL		European Business Competence Licence
EBSI		European Business Schools International Group
EFMD		European Foundation for Management Development
EFQM		European Foundation for Quality Management
EIB		EIB Konnex Association
EIBA		European Installation Bus Association
EMA		European Management Academy
ENCATC		European Network of Cultural Administration Training Centres
EN-ETRAC		European Network for Education, Training And Consultancy
ESA		European Schools for Higher Education in Administration and Management
EURHODIP		European Hotellery diploma

<b>Abbr.</b>	<b>German</b>	<b>English</b>
EuroTra		The European Transport Training Association
EVBB	Europäischer Verband Beruflicher Bildungsträger	European Association of Institutes for Vocational Training
EVTA		European Vocational Training Association
FaDaF	Fachverband Deutsch als Fremdsprache	Professional Association for German as a Foreign Language
FIR	Forschungsinstitut für Rationalisierung	Research Institute for Operations Management
GHORFA	Arabisch-Deutsche Vereinigung für Handel und Industrie e.V.	German-Arabian Business Association
GI	Gesellschaft für Informatik e.V.	Society for Computer Science
GPM	Deutsche Gesellschaft für Projektmanagement e.V.	German Society for Project Management
HSMA		Hospitality Sales & Marketing Association
ICV	Internationaler Controller Verein	International Controller Association
idm	Internationale Gesellschaft für Diversity Management e.V.	International Society for Diversity Management
IEEE		Institute of Electrical and Electronics Engineers
IFA		International Franchise Association
IFFTI		International Foundation of Fashion Technology Institute
IHK	Industrie- und Handelskammer	Chamber of Commerce and Industry (CCI)
IODA		International Organisation Development Association
IPMA		International Project Management Association
ISES		International Special Events Society
LQW	Lernerorientierte Qualitätstestierung in der Weiterbildung	Learner-oriented quality testing in further training
LVBB	Laserverbund Berlin-Brandenburg e.V.	Berlin-Brandenburg Laser Association
MCP		Microsoft Certified Professional
MCSE		Microsoft Certified Systems Engineer
OMG		Object Management Group Inc.
OMV	Ost- und Mitteleuropa Verein e.V.	Eastern and Central Europe Association
PMI®		Project Management Institute
QAP	Qualität als Prozess	Quality and Productivity

Abbr.	German	English
Q-Verband	Verband beruflicher Qualifizierung - Q-Verband	Association for Vocational Training - Q-Association
R.E.P.		Registered Education Provider (Project Management Institute)
REFA	REFA-Verband für Arbeitsstudien und Betriebsorganisation	REFA-Work Study and Work Organisation Association
RKW	Lasernetz, Rationalisierungs- und Innovationszentrum der Deutschen Wirtschaft e.V.	Laser Network, The German Center for Productivity and Innovation
SBV	Sächsischer Baugewerbeverband e.V.	Association of the Saxonian Construction Trade
SG	Schmalenbach Gesellschaft für Betriebswirtschaft e.V.	Schmalenbach Society for Business Management
SIETAR		Society for Intercultural Education, Training and Research
TELC	Die Europäischen Sprachenzertifikate	The European Language Certificates
TGA	Trärgemeinschaft für Akkreditierung GmbH	German Association for Accreditation GmbH
TOEFL		Test of English as Foreign Language
TOEIC		Test of English for International Communication
TTA		Technology Transfer Alliance
TTN	TechnologieTransferNetzwerk-Hessen	TechnologyTransferNetwork Hesse
UV Sachsen	Unternehmerverband Sachsen e.V.	Saxony Employers' Association
vbw	Vereinigung der Bayerischen Wirtschaft	Association of Bavarian Business
VDI	Verein Deutscher Ingenieure	Association of German Engineers
VDP	Bundesverband deutscher Privatschulen e.V.	Association of German Private Schools
VDP	Verband Deutscher Prädikatsweingüter	Association of German Quality Wine Estates
VDW	Verband der Deutschen Wirtschaft in der Russischen Föderation	Association of German Business in the Russian Federation
vebn	Verband eLearning Business Norddeutschland e.V.	E-Learning Business of Northern Germany
VermIT	Vereinigung mittelständischer Industrie-Trainingszentren in Baden-Württemberg	Association of Medium-Sized Industrial Training Centres in Baden-Württemberg
VKD	Verband der Köche Deutschlands e.V.	German Chefs' Association

<b>Abbr.</b>	<b>German</b>	<b>English</b>
VKU	Verband kommunaler Unternehmen e.V.	Association of Municipal Business Enterprises
VSBI	Verband Sächsischer Bildungsinstitute	Association of Saxonian Educational Institutions
VSR	Verband der Serviermeister, Restaurant- und Hotelfachkräfte e.V.	Association for Maitres d'Hotel, restaurant and hotel-staff
VSW	Vereinigung der Sächsischen Wirtschaft e.V.	Association of Saxonian Business
WKR	Wuppertaler Kreis e.V. - Bundesverband betriebliche Weiterbildung	National Association for Company Further Training
Worlddidac		Worlddidac Association
WPS		Worldwide Promotionship e.V.
WQC		Worlddidac Quality Charter
ZDH	Zentralverband des Deutschen Handwerks	German Confederation of Skilled Crafts
ZFU	Staatliche Zentralstelle für Fernunterricht	Central Authority for Distance Learning
ZVEH	Zentralverband der Deutschen Elektro- und Informationstechnischen Handwerke	General Association of the German Electrical and Information Technology Trade





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