

Business and Corporate Etiquette

Corporate Communications

Course Overview

Business and Corporate Etiquette: a 5-day professional training course from LTC Consultants, delivered in-classroom across Africa and live online.

What You Will Achieve

- Explain the core principles and current good practice in Business and Corporate Etiquette
- Apply practical tools and techniques for Business and Corporate Etiquette in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Business and Corporate Etiquette in practice
- Build a personal action plan to implement what you have learned

Who Should Attend

Marketing, communications, PR and sales professionals, and managers responsible for brand, reputation or revenue growth.

Course Outline

1. Foundations of Business and Corporate Etiquette: principles, terminology and context
2. The business case: why Business and Corporate Etiquette matters to performance
3. Core tools, frameworks and methods
4. Applying the tools: guided case study and exercises
5. Common pitfalls and how experienced practitioners avoid them
6. Working with stakeholders: communication and influence
7. Measuring results and continuous improvement
8. Personal action planning and course review

Upcoming Dates and Fees

DATES	VENUE	FEE (PER DELEGATE)
9 to 13 Nov 2026	Pretoria	\$1,450
16 to 20 Nov 2026	Harare	\$1,395
30 Nov to 4 Dec 2026	Cairo	\$1,550
7 to 11 Dec 2026	Windhoek	\$1,395

LTC Consultants

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.