

OFFER **T r a i n i n g**

Montreal | Quebec | Laval | Brossard | Virtuel class

2020-21

**DON'T JUST ACHIEVE
YOUR GOALS ...
EXCEED THEM!**

All of the skills development
solutions you need are
within reach :

- Public and private training
- Customized training, coaching
- Online training
- Self-training
- Customized webinaire

versalys

INFORMATION TECHNOLOGY | OFFICE AUTOMATION
COMPUTER GRAPHICS AND WEB
SKILL DEVELOPMENT
AND ORGANIZATIONAL DEVELOPMENT

A team of 40 experienced instructors are available for your training needs!
Lessons are available **evenings** and **weekends**. Just ask for more information.

Office automation

Unless otherwise specified, all office automation courses are offered simultaneously, in French and English, in **Montreal, Quebec City, and in a virtual classroom**

Microsoft				Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
Windows				VBA															
Beginner regular				1 day	150 \$	24	6 B	8	25 L	-	8	26	10 B	6	12 L	4	-	24	-
Access																			
	Beginner	2 day	300 \$	-	17-18 B	21-22	2-3 L 26-27	-	13-14	24-25	8-9 B	7-8	13-14 L	-	19-20	26-27 B	-		
	Intermediate	2 day	300 \$	-	21-22	13-14 B	12-13	1-2 L	21-22	17-18 B	11-12	-	24-25 L	-	29-30	-	20-21		
	Avanced (VBA)	2 day	530 \$	18-19	10-11 B	1-2		8-9	-	11-12	4-5 L	22-23	3-4 B 25-26	17-18	-	17-18	9-10 L		
	Access 2010/2013/2016			10 h 15	150 \$	Self-training formula—licence available with access to videos and evaluations for a period of one year.													
Excel																			
	Beginner for professionals	1 day	150 \$	28	4 23 L	16	13 24 B	9 L	20	19	26	7 B 26	11 L	8	9 16 B	27	3		
	Beginner regular	2 days	300 \$	20-21	14-15	6-7 21-22 B	4-5 24-25	16-17 21-22 L	27-28	15-16 B	4-5	5-6 L 13-14	20-21	3-4 B	15-16	16-17 L 19-20	13-14		
	Intermediate	2 days	300 \$	24-25	8-9 28-29 L	1-2 19-20	19-20 30-1	3-4 7-8 B 21-22	6-7 14-15 L	4-5 22-23	1-2 B 18-19	1-2 L 8-9	6-7 27-28	10-11 B 15-16	22-23	3-4 L 24-25	9-10		
	Avanced (VBA)	2 days	530 \$	30-31	12 & 19 28-29	5-6 L 15-16	9-10 B 26-27	1-2 L	11-12	9-10 11-12 B	24-25	29-30	26-27 L	28-29 B	13-14	31-1 5-6 L	27-28		
	Dashboard	2 days	590 \$	-	24-25	8-9	-	3-4 L	25-26	11-12 B	30-31	-	20-21 L	1-2	27-28	24-25 B	23-24		
	Power Pivot	1 day	295 \$	-	2	30	13 B	14	18 L	3	23	8 B	10 L	22	-	23 B	2		
	Excel Complex calculations workshop	3 h	250 \$	26 am	23 am	1 am B	2 am	11 am	22 am L	8 am	17 am	16 am B	4 am	3 am	22 am L	26 am	22am		
	Excel Pivot table report	3 h	250 \$	26 pm	23 pm	1 pm B	2 pm	11 pm	22 pm L	8 pm	17 pm	16 pm B	4 pm	3 pm	22 pm L	26 pm	22 pm		
	Excel Automate a workbook	1 h 30	79 \$	27 am	30 am	-	18 am	-	8 am	-	22 am	-	14 am	-	14 am	-	22 am		
	Excel Pivot table	1 h 30	79 \$	27 am	30 am	-	18 am	-	8 am	-	22 am	-	14 am	-	14 am	-	22 am		
	Excel Beginner Part 1	3 h	79 \$	10 pm 28 am	15 am	28 am	3 pm	-	6 am	4 pm	12 am 29 pm	-	-	-	22 am	4 pm	20 am		
	Excel Beginner Part 2	3 h	79 \$	3 am 18 pm 28 pm	28 am	28 pm	19 am	-	6 pm	11 am	12 pm	19 am	18 pm	23 pm	22 pm	13 am	20 pm		
	Excel Workbook	3 h	79 \$	12 am 24 am	8 am	7 pm	5 am	11 pm	4 am	2 pm	3 am 25 pm	30 am	25 pm	22 am	21 pm	18 am	16 pm		
	Excel Data base and pivot table	3 h	79 \$	3 pm 25 am	9 am	8 pm	6 am	14 pm	5 am	3 am	4 pm 26 am	19 pm	18 am	23 pm	29 am	19 pm	17 am		
	Excel Avanced functions	3 h	79 \$	13 pm 25 pm	10 am	9 pm	2 am	-	-	-	-	-	-	-	-	-	-		
	Excel Charts	2 h	79 \$	-	21 am	27 pm	18 am	17 pm	22 am	9 pm	10 am	8 pm	14 am 31 pm	29 am	28 pm	-	-		
	Excel Macro command	3 h	79 \$	11 am 31 am	16 pm	22 am	20 pm	14 am	19 pm	17 am	18 pm	16 am	10 pm	8 am	7 pm	12 am	10 pm		
	Excel VBA 1	3 h	79 \$	11 pm 31 pm	16 am	22 pm	20 am	14 pm	19 am	17 pm	18 am	16 pm	10 am	8 pm	7 am	12 pm	10 am		
	Excel VBA 2	3 h	79 \$	1 pm	1 am 17 am	23 pm	16 am	15 am	17 pm	18 am	2 pm	-	3 am	2 pm	5 am	13 am	13 pm		
	Excel The dialog boxes	3 h	79 \$	-	21 pm	27 am	-	8 pm	20 am	18 pm	3 am	-	3 pm	3 am	5 pm	13 pm	14 am		
	Excel 2010/2013/2016			13 h 10	150 \$	Self-training formula—licence available with access to videos and evaluations for a period of one year.													

Legend

B	Brossard	L	Laval	M	Montreal	Q	Quebec		Virtual class		In-person training
---	----------	---	-------	---	----------	---	--------	---	---------------	---	--------------------

Using the various tools included with this software as recommended !

Computer graphics



Unless otherwise specified, all computer graphics and related courses are offered simultaneously, in French and English, **in Montreal, Quebec City, and in a virtual classroom** on the same dates.

Adobe		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
	Acrobat, Beginner	1 day	265 \$	7	10	21	6 B	7	7 L	3	-	14 L	3	10	8 L	3	9
	Acrobat, Intermediate	1 day	265 \$	18	16 B	22	3 L	8	-	12	22	-	10	11	-	9	-
	Illustrator, Beginner	2 days	530 \$	-	8-9	5-6 B	18 L	2-3	-	24-25	25-26 B	-	17-18	-	6-7 L	-	-
	Illustrator CC/CS6	8 h 20	265 \$	Self-training formula—licence available with access to videos and evaluations for a period of one year.													
	InDesign, Beginner	2 day	530 \$	19-20	14-15 B	26-27	30-1	17-18 L	21-22 B	16-17	29-30 L	15-16	13-14 B	7-8	-	19-20	-
	InDesign CC/CS6	9 h 40	265 \$	Self-training formula—licence available with access to videos and evaluations for a period of one year.													
	Photoshop, Beginner	2 day	530 \$	-	-	8-9	19-20 L	9-10	14-15 B	-	23-24	-	25-26 L	-	-	-	15-16
	Photoshop CS6	8 h 20	265 \$	Self-training formula—licence available with access to videos and evaluations for a period of one year.													
	Dreamweaver	2 days	530 \$	-	-	-	4-5	-	-	-	31-1	-	-	-	-	-	-
	Muse	1 day	265 \$	-	-	-	-	-	13	-	-	-	11	-	-	11	-
	Captivate	3 days	795 \$	-	-	28-30	-	-	-	17-19	-	-	-	-	-	-	-
Microsoft		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
	Publisher ^F	1 day	265 \$	7	-	23	-	-	12	-	-	-	-	-	-	-	-
Foxit Phantom		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
	Foxit Phantom PDF Beginner ^F	1 day	265 \$	-	18 M	30 Q	-	16 M	-	4 M	25 M	-	-	16 Q	-	-	17
	Foxit Phantom PDF Intermediate ^F	1 day	265 \$	-	25 M	-	9 Q	-	5 M	-	-	-	-	23 Q	-	-	24



a partner of choice of Versalys, is a leader in Europe for its learning solutions!

Marketing numérique^F



5 formations qui offrent des réponses aux exigences du marketing numérique!

Offert à Montréal, Québec et en Classe virtuelle en français

Spécialisée en Webmarketing, Osmosia accompagne les entreprises à développer, optimiser, et déployer leur stratégie Web tant au niveau organisationnel que sur l'ensemble des plateformes de communication. Avec son volet formation, l'entreprise est reconnue pour son aisance à transmettre des solutions adaptées, pratiques et concrètes afin que les organisations puissent les intégrer dans leurs opérations quotidiennes. Ces formations sont aussi offertes sur mesure.



Marketing Numérique ^F		Durée	Prix	août 2020	Sep. 2020	Oct. 2020	Nov. 2020	Déc. 2020	Janv. 2021	Fév. 2021	Mars 2021	Avril 2021	Mai 2021	Jun 2021	Juillet 2021	Août 2021	Sep. 2021
	Planifier une refonte de site Web	1 j	445 \$	-	30	-	-	-	11	-	-	1	10	-	-	-	29
	Stratégie de marketing numérique	2 j	890 \$	27-28	-	13-14	-	-	-	-	25-26	-	-	-	-	26-27	-
	Stratégie et planification de contenu Web	1 j	445 \$	31	-	-	5	-	-	-	-	-	17-18	-	-	30	-
	Rédaction Web	2 j	890 \$	-	28-29	-	-	10-11	-	-	29-30	-	11-12	-	-	10-11	-
	Stratégie Médias sociaux	1 j	445 \$	14	-	-	6	-	-	5	-	-	-	-	-	-	27

■ ■ (F) Available in French only

All our trainings are available in private.

The contents can be adapted to the reality of your organization.

Classes can be given in your environment, in our classrooms or in a virtual classroom.

Legend

B

Brossard

L

Laval

M

Montreal

Q

Quebec



Virtual class



In-person training

A team of 15 IT specialists share their practical knowledge and pedagogical skills with our clients.

Information technology



Unless otherwise specified, all IT courses are offered simultaneously, in French and English, **in Montreal, Quebec City, and in a virtual classroom** on the same dates.

Microsoft certified		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
Business Intelligence & SQL Server																	
10985	Introduction to SQL Databases	3 days	1 605 \$	11-13	-	-	2-4	-	27-29	-	-	21-23	-	-	13-15	-	-
10986	Updating Your Skills to SQL Server 2016	3 days	1 605 \$	25-27	-	-	16-18	-	-	10-12	-	-	4-6	-	26-28	-	-
10987	Performance Tuning and Optimizing SQL Databases	4 days	2 140 \$	-	8-11	-	17-20	-	25-28	-	-	6-9	-	14-17	-	23-26	-
20778	Analysing Data With Power BI	3 days	1 605 \$	18-20	-	14-16	-	21-23	-	-	1-3	-	18-20	-	28-30	-	-
20761	Querying Data with Transact-SQL	5 days	2 675 \$	31-4	-	-	9-13	-	18-22	-	-	12-16	-	-	5-9	-	13-17
20762	Developing SQL Databases	5 days	2 675 \$	-	14-18	-	-	7-11	-	28-5	-	-	24-28	-	-	2-6	-
20764	Administering a SQL Database Infrastructure	5 days	2 675 \$	-	28-2	-	-	7-11	-	15-19	-	26-30	-	-	5-9	-	20-24
20765	Provisioning SQL Databases	5 days	2 675 \$	-	21-25	-	-	14-18	-	-	8-12	-	31-4	-	-	9-13	-
20767	Implementing a SQL Data Warehouse	5 days	2 675 \$	3-7	-	5-9	-	14-18	-	22-26	-	-	2-5	-	11-16	-	26-1
Exchange Server																	
20345-1B	Administering Microsoft Exchange Server 2016/2019	5 days	2 675 \$	17-21	-	-	23-27	-	-	22-26	-	-	-	7-11	-	-	13-17
20345-2B	Designing and Deploying Microsoft Exchange Server 2016 /2019	5 days	2 675 \$	-	14-18	-	-	-	4-8	-	-	12-16	-	-	5-9	-	-
Management Solution																	
20703	Administering System Center Configuration Manager and Intune	5 days	2 675 \$	-	-	19-23	-	-	11-15	-	-	-	3-7	-	-	9-13	-
Sharepoint																	
55199	SharePoint 2016 End User Training	3 days	1 605 \$	19-21	-	-	23-25	-	-	22-24	-	-	-	7-9	-	-	7-9
20339-1	Planning and Administering Sharepoint 2016	5 days	2 675 \$	-	14-18	-	-	7-11	-	-	22-26	-	-	-	19-23	-	-
55252	Introduction to Sharepoint 2016	1 day	1 605 \$	21	-	-	26	-	-	25	-	-	-	10	-	-	10
Windows																	
10982	Supporting and Troubleshooting Windows 10	5 days	2 675 \$	-	-	26-30	-	-	-	1-5	-	-	31-4	-	-	23-27	-
20694	Virtualizing Enterprise Desktops and Apps	5 days	2 675 \$	3-7	-	-	-	7-11	-	-	22-26	-	-	14-18	-	-	20-24
Windows Server																	
WS-011T00	Windows server 2019 Administration	5 j	2 675 \$	-	-	-	23-27	-	-	22-26	-	-	-	7-11	-	-	13-17
20740	Installation, Storage, and Compute with Windows Server 2016	5 days	2 675 \$	-	-	5-9	-	-	11-15	-	-	19-23	-	-	26-30	-	-
20741	Networking with Windows Server 2016	5 days	2 675 \$	-	14-18	-	-	7-11	-	-	15-19	-	-	14-18	-	-	20-24
20742	Identity with Windows Server 2016	5 days	2 675 \$	24-28	-	-	9-13	-	-	8-12	-	-	10-14	-	-	9-13	-
10961	Automating Administration with Windows PowerShell	5 days	2 675 \$	-	28-2	-	-	-	4-8	-	-	5-9	-	-	19-23	-	-
10969	Active Directory Services with Windows Server	5 days	2 675 \$	-	14-18	-	30-4	-	-	1-5	-	-	31-4	-	-	23-27	-
20744	Securing Windows server 2016	5 days	2 675 \$	-	28-2	-	-	14-18	-	-	1-5	-	-	7-11	-	-	13-17
50255	Rôles et comportements des GPO (Group Policy Object)	5 days	2 675 \$	-	-	26-30	-	-	25-29	-	-	19-23	-	-	5-9	-	-
Azure																	
AZ-104T00	Microsoft Azure Administrator	4 days	2 140 \$	18-21	-	-	-	14-17	-	-	-	6-9	-	-	-	-	7-10
AZ-300T00	Microsoft Azure Architecture and Technologies	5 days	2 675 \$	-	14-18	-	-	-	25-29	-	-	-	31-4	-	-	-	-

Information technology

Unless otherwise specified, all IT courses are offered simultaneously, in French and English, in **Montreal, Quebec City, and in a virtual classroom** on the same dates.



Kereon has been a partner of Versalys for over 15 years.

Active for more than 10 years, Kéréon has established itself as a choice provider of information security training in Quebec and elsewhere in the world. Whether you need an information security certificate, want to perfect your detection and defence techniques or need an introduction to information security, Kéréon provides quality services and education by information security professionals. All services are provided in an appropriate environment, in virtual format or in your own offices, designed to meet your requirements. **Training is available in virtual classroom.**

Security		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
CISSP® (Certified Information Systems Security Professional)		5 days	3 150 \$	-	-	19-23 ^F											On request
CEH® v10		5 days	3 550 \$	-	-	14-18 ^F											On request
Visit the Security category of our website for other training available																	
(F) In french																	



Recognized for their responsiveness (constant updating) and the quality of their equipment for over 10 years, Ahead Technology is a major player in the field and the company is regularly consulted for their expertise. With the most comprehensive equipment on the market, their equipment far exceeds requirements. The experience of their instructors allows them to replace theory with exercises, real-life examples and knowledge transfer. Their clients are located in North America, Europe and Asia. They provide excellence through quality services, partnerships and focusing on their customers.

Versalys is a Licensed Affiliate of Ahead Technology Inc., an ATO of Peoplecert/AXELOS. ITIL® is a registered trade mark of AXELOS Limited, used under permission of AXELOS Limited. The Swirl logo™ is a trade mark of AXELOS Limited, used under permission of AXELOS Limited. All rights reserved.

	Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
ITIL® 2011 Foundation Certification Program*	3 days	1 725 \$	-	1-3	-	-	8-10	-	-	16-18	-	-	1-3	-	-	14-16
ITIL® V4 Foundation Certification Program*	3 days	1 725 \$	-	-	20-22	-	-	19-21	-	-	13-15	-	-	13-15	-	-
ITIL® 4 Awareness for Decision Makers	1 day	495 \$														
ITIL® 4 Foundation Bridging Certification Program *	1 day	795 \$														
ITIL® 4 Overview (Non-certificate Program)	1 day	495 \$	-	-	6	-	-	22	-	-	7	-	-	19	-	-
ITIL® 2011 Service Strategie certification Program	3 days	2 826 \$	-	8-10	-	-	1-3	-	-	23-25	-	-	8-9	-	-	21-23
ITIL® 2011 Service Transition certification Program	3 days	2 826 \$	12-14	-	-	17-19	-	-	2-4	-	-	25-27	-	-	3-5	-
ITIL® 2011 Service Operation Certification Program	3 days	2 826 \$	-	-	27-29	-	-	12-14	-	-	20-22	-	-	6-8	-	-
ITIL® 2011 Continual Service Improvement Certification Program	3 days	2 826 \$	26-28	-	-	24-26	-	-	9-11	-	-	18-20	-	-	10-12	-

* Are you interested in self-training? Contact your Director of Business Development



Malicis has been a partner of Versalys for over 5 years.

Malicis is the reference in information technology consulting firms.

The Malicis team is composed of the top CITRIX experts in the field of virtual infrastructure.

CITRIX		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
Citrix XenDesktop/Xen App 7.x - Administration et gestion des applications ^F		5 days	3 500 \$	-	28-2	19-23	25-29										On request
Citrix XenDesktop/Xen App 7.x - Installation & configuration ^F		5 days	3 500 \$														On request

(F) Available in French only

Dedicated to improving the performance of organizations and individuals and thanks to a team of experienced PMP certified trainers, GP BL provides training in organizational project management that can be specifically applied to participants' activities, in-line with PMI standards and best practices. GP BL strives to pass along real life experience and to promote the transfer of knowledge.

■ ■ (F) Available in French only

* Get your PDU through our accredited partners



Programme IMPROOV			Duration	Rate	August 2020	Sep. 2020	Oct 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
OneNote like a PRO Hybrid Formula			3 h 30	297 \$	-	-	-	-	-	-	-	-	-	-	23 am Q	-	-	7 am M
			2 x 1 h 30	297 \$	12, 19 am	15, 22 am	-	18, 25 am	-	19, 26 pm	-	18,25 am	-	4-18 am		620 am	-	14-28 am
Online only - self-training			197 \$	Video clips available at all times for a period of 1 year with the purchase of a license														
Outlook like a PRO Hybrid Formula			1 day	497 \$	-	-	13 Q	-	-	12 M	10 M	-	14 Q	12 Q 18 M	16 M	13 Q	4 M	9 Q
			3 x 1 h 30	497 \$	3,10, 17 pm	8, 15, 22 am	13, 20, 27 pm	12, 19, 26 am	-	14, 21, 28 am	10, 24 am 17 pm	16,23, 30 am	5, 12, 19 am	6, 13, 20 am	3, 10, 17 am	15, 22, 25 am	12, 19, 26 am	10, 17, 24 am
Online only - self-training			297 \$	Video clips available at all times for a period of 1 year with the purchase of a license														
iPhone like a un PRO Hybrid Formula			3 h 30	297 \$	-	-	-	-	-	13 am Q	On request							
			2 x 1 h 30	297 \$		12, 23 pm	On request											
Online only - self-training			197 \$	Video clips available at all times for a period of 1 year with the purchase of a license														
GOOGLE like a PRO Hybrid Formula			1 day	497 \$	-	-	-	-	-	20 M	-	-	-	-	-	-	-	-
			2 x 1 h 30	497 \$	On request													
Online only - self-training			297 \$	Video clips available at all times for a period of 1 year with the purchase of a license														
Efficient Like a PRO Hybrid Formula			1 day	997 \$	-	-	-	18 M	-	-	-	10 Q	-	-	-	14 M	-	14 Q
			5 x 1 h 30	997 \$		11, 18, 25 am	2, 9 am			13, 27 am	17 am	3, 24 am			5, 19 am	2,16, 30 am		
Online only - self-training			697 \$	Video clips available at all times for a period of 1 year with the purchase of a license														
Teams like a PRO Hybrid Formula			3 h30	297 \$	-	-	-	-	-	-	17 am M	-	-	-	15 am Q	-	-	15 am M
			2 x 1 h30	297 \$	21, 28 pm	11, 12 pm	7, 14 am	16, 23 pm	-	7, 14 pm	10,24 am	11, 25 am	15, 29 am	3, 17 am	14, 28 am	8, 22 am	3, 17 am	8, 22 am
Online only - self-training			197 \$	Video clips available at all times for a period of 1 year with the purchase of a license														

Writing



In our everyday work, writing short or long texts can be a challenge in one or more aspects. Our experts in written communication offer workshops to focus on helping you develop the skills you need.

For everyone			Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021	Sep. 2021
Writing																		
	Prise de notes, compte rendu et procès-verbal ^F		1 day	495 \$	-	23 M	28 Q	12-13 V 26 M	-	15 M	22 Q	17 M	7-8 V	17 M	16 Q	14-15 V	-	-
	Concevoir une documentation technique ^F		1 day	495 \$	-	3-4 V	-	11 Q	-	22 M	-	29 Q	21 M	27 Q	-	-	-	-
	English grammar		2 days	890 \$	-	10-11 M	-	23-24 M	-	-	10-11 M	-	-	6-7 M	-	-	-	6-7 M
	Démystifier l'accord du participe passé ^F		3 h 30	250 \$	-	10 am Q	6 am V	16 am M	1 am V	-	11 am Q	16 am M	16 am Q	-	-	7 am M	-	16 am M
	Réviser les principales règles de grammaire ^F		3 h 30	250 \$	-	10 pm Q	7 am V	11 pm M 16 pm V	2 am V	-	11 pm Q	16 pm M	16 pm Q	-	-	7pm 'M	-	16 pm M
	Respecter les conventions typographiques ^F		3 h 30	250 \$	-	24 am M	15 am V	27 am M	-	-	19 am Q	-	9 am Q	-	15 am M	-	-	30 am M
	Rédiger des textes concis ^F		3 h 30	250 \$	-	11 am Q	16 am V	17 am M	-	29 am Q	23 am M	29 am V	21 am Q	26 am V	-	8 am M	-	15 am M
	Rapport : apprendre à bien structurer sa démarche ^F		3 h 30	250 \$	-	11 pm Q	-	17 pm M	-	29 pm Q	23 pm M	-	21 pm Q	-	-	8 pm M	-	15 pm M
	Optimiser la révision de ses écrits ^F		3 h 30	250 \$	-	24 pm M	20 am V	27 pm M	11 am V	-	19 pm Q	25 am V	9 pm Q	27 am V	15 pm M	-	-	30 pm M

■ ■ (F) - available in French only

Skill development and organizational development



For over 50 years, Groupe CFC has been recognized in Quebec as the gold standard for developing the skills of executives and professionals at all levels. We provide our clients with a range of training courses focused on today's issues, including counselling, corporate training, custom learning programs, coaching or public sessions.



In collaboration with CFC Group for over 5 years, Versalys is proud to promote this wide range of courses.

In times of turbulence			Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021
	Gérer son équipe en période de turbulence : passer du bureau à la maison		2 h	195 \$	25 pm	23 pm	6 am	-	-	13 pm	-	-	7 am	-	-
	Managing your Teams During Crisis Period: Moving from the Office to Home		2 h	195 \$	-	15 pm	-	-	-	-	15 pm	-	-	-	-
	Performer en télétravail en période de turbulence : passer du bureau à la maison		1 h 30	149 \$	27 am	22 am	20 am	-	1 pm	-	-	-	23 am	-	-
	Performing Remote Work During Crisis Period: Moving from the Office to Home		1 h 30	149 \$	-	17 pm	-	-	-	26 am	-	-	-	-	-
	Gérer les priorités en contexte de turbulence ^F		2 h 30	225 \$	-	16 pm	27 am	-	-	20 am	-	-	-	10 pm	-
	Gérer son stress et son énergie en contexte de crise ^F		2 h 30	225 \$	-	30 pm	29 pm	24 pm	-	-	19 am	-	-	27 am	-
	Animer efficacement une réunion virtuelle		1 h 30	149 \$	31 am	-	22 pm	-	8 pm	-	4 am	-	9 am	-	8 am
	How to Make Meetings Livelier and More Productive		1 day	Available on request											

■ ■ (F) - available in French only

Skill development and organizational development



To access the content, click directly on
the title of the training or on the Virtual Class icon

Training offered by Groupe CFC

Leaders	Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021
Leadership and mobilization levers															
Authenticité en management ^F	5 days	1 975 \$	-	-	26-30 STP	-	-	-	8-12 O	28-2 STP		24-28 STP	-	-	23-27 S ^T P
Directions : programme de développement du leadership ^F	14 days	5 795 \$													
Gestionnaire de gestionnaires ^F	1 day	595 \$	-	-	-	-	-	-	-	-	15 Q	-	-	-	-
Mobilisation d'équipe et leadership ^F	2 days	990 \$	-	-	-	-	-	-	-	16-17 M	-	27-28 M	-	-	30-31 M
	3 x 2 h	495 \$	-	-	14, 21 28 am	-	-	-	3, 10 17 pm	-	-	3, 10 17 am	-	-	-
Atelier - Leader mobilisateur au quotidien ^F	2 h 30	On-site training available on request													
Gestionnaire courageux	1 day	495 \$	-	-	-	-	-	-	8 Q	-	20 M	-	2 M	-	-
	2 x 2 h 30	450 \$	-	-	19-20 pm	-	-	-	-	16-17 am	-	-	-	-	-
Courageous Leader	1 day	On-site training available on request													
Leadership sans autorité formelle ^F	1 day	495 \$	-	-	-	-	-	-	-	-	-	26 M	-	16 M	-
	2 x 2 h 30	450 \$	-	-	-	18, 25 pm	-	-	-	-	1 ^{er} , 26 am	-	-	-	-
La reconnaissance comme levier de performance durable ^F	0,5 day	285 \$	-	-	-	-	-	-	9 M	-	-	-	-	-	-
	2 h	195 \$	-	-	-	-	-	-	12 am	-	-	-	16 am	-	-
Indispensable management skills															
Actualisation des habiletés de gestion	2 days	990 \$	-	-	-	-	-	-	-	-	14-15 Q	-	7-8 M	-	-
Enhancing Management Skills	2 days	990 \$	-	-	-	-	16-17 M	-	-	-	-	5-6 M	-	-	-
Programme Gestionnaire 3.0 - Actualiser ses pratiques à la réalité d'aujourd'hui ^F	9 X 1 h 30	On-site training available on request													
Passer de collègue à patron	2 j	990 \$	-	-	-	-	-	18-19 Q	-	29-30 M	-	-	-	8-9 M	-
	2 x 3 h	495 \$	-	-	-	10 et 8 pm	-	-	-	-	-	5, 26 am	-	-	-
From Colleague to Boss	2 days	990 \$	-	-	-	-	-	-	-	-	21-22 M	-	-	-	-
Prévenir et résoudre les conflits	1 day	495 \$	-	-	-	-	-	-	-	-	22 Q	-	-	-	-
Preventing and Resolving Conflicts	1 day	495 \$	-	-	-	-	-	27 M	-	-	-	21 M	-	-	-
Atelier - Conflit au travail : retrouver le calme au coeur de la tempête - Classe virtuelle ^F	2 h 30	On-site training available on request													
Gérer les comportements dysfonctionnels en milieu de travail ^F	1 day	On-site training available on request													
Surmonter les défis de gestion à distance ^F	1 day	495 \$	-	-	-	-	-	20 Q	-	10 M	-	12 M	-	-	-
	2 x 3 h	495 \$	-	-	5, 7 am	-	-	-	16, 18 pm	-	-	-	1 ^{er} , 3 am	-	-
Leader de performance : évaluer le rendement en continu	1 day	495 \$	-	-	-	-	-	-	-	-	9 Q	-	-	-	-
Helping your Employees Achieve their Goals - Continuous Performance Evaluation	1 day	495 \$	-	-	-	-	-	-	-	-	-	7 M	-	-	-

Skill development and organizational development



versalys

Technologies
Capital humain

To access the content, click directly on the training title or on the virtual classroom icon depending on your interest.

Training offered by Groupe CFC

Leaders (suite)			Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021
Indispensable management skills																	
	Gérer votre temps comme un pro		1 day	495 \$	-	-	-	-	-	-	-	18 Q	-	25 M	-	12 M	-
			2 x 2 h 30	450 \$	-	-	1 ^{er} et 8 am	-	-	-	-	-	13 et 20 pm	-	-	-	-
	Managing your Time like a Pro		1 day	495 \$	-	-	-	-	-	28 M	-	-	-	-	4 M	-	
	Développer son leadership en réunion ^F		1 day	495 \$	-	-	-	-	-	-	10 M	-	-	-	-	-	-
			2 x 2 h 30	On-site training available on request													
	Feedback constructif aux employés : mode d'emploi ^F		0,5 day	285 \$	-	-	-	-	-	-	-	-	15 am M	-	-	-	-
	Gérer des employés difficiles ^F		1 day	On-site training available on request													
	Gérer la civilité dans les équipes de travail		1 day	On-site training available on request													
	Manage Civility in Work Teams		1 day	On-site training available on request													
Impact of communication and influence																	
	Communicateur d'impact		2 days	990 \$	-	-	-	-	-	19-20 M	-	22-23 M	-	-	1 ^{er} -2 Q	5-6 M	-
	The Art of Communication : How to Create Impact on People		2 days	990 \$	-	-	-	-	-	-	-	-	13-14 M	-	-	-	-
	Sens politique et pouvoir d'influence (niveau 1) ^F		2 days	1125 \$	-	-	-	-	1-2 Q	-	11-12 Q	-	27-28 M	12-13 Q	-	13-14 M	25-26 M
			2 x 2 h 30	450 \$	-	-	6 & 7 pm	-	-	-	-	10 & 11 pm	-	-	-	-	-
	Sens politique et action stratégique (niveau 2) ^F		2 days	1125 \$	-	-	-	-	-	-	-	16-17 Q	-	-	9-10 M	-	-
			2 x 2 h 30+ 1 x 2 h	495 \$	-	-	-	-	-	-	-	-	-	19, 21 et 31 am	-	-	-
	Persuasion et communication d'influence		1 day	495 \$	-	-	-	-	-	-	17 Q	11 M	-	10 M	-	-	-
	How to Persuade and Influence People Through Communication		1 day	In-house training, available on request													
Catalysts for transformation and innovation																	
	Manoeuvrer avec agilité dans le changement		1 day	495 \$	-	-	-	-	-	18 M	-	-	12 M	-	-	15 M	-
			2 x 3 h	495 \$	-	-	-	2, 23 pm	-	-	-	9, 30 am	-	-	-	-	-
	Agile Change Management : How Does That Work?		1 day	495 \$	-	-	-	-	-	-	-	-	-	11 M	-	-	-
	Atelier - Gestion du changement : bâtir son plan d'action et mobiliser son équipe ^F		1 day	On-site training available on request													
	Déployer des pratiques d'innovation au sein de son équipe ^F		1 day	495 \$	-	-	-	-	-	-	-	-	20 Q	-	-	-	-
	Atelier - Innover : la matière grise au service des défis de l'organisation ^F		2 h 30	On-site training available on request													
■ ■ (F) - available in French only																	

Register Online! - www.versalys.com

Legend

M	Montreal	O	Orford	Q	Quebec	STP	St-Paulin		Virtual class		In-person training
---	----------	---	--------	---	--------	-----	-----------	--	---------------	--	--------------------

Skill development and organizational development

To access the content, click directly on
the title of the training or on the Virtual Class icon

■ ■ ■ Training offered by Groupe CFC

Leaders (suite) 		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021
Team development accelerators																
	Réussir dans son rôle de leader-coach (niveau 1) ^F	1 day	495 \$	-	-	-	-	-	-	-	-	29 M	-	-	-	-
		2 x 2 h 30	450 \$	-	15, 29 pm	-	-	-	-	-	11, 25 am	-	-	-	-	-
	Faire passer son rôle de leader coach au niveau supérieur (niveau 2) ^F	1 day	On-site training available on request													
	Déléguer pour développer et responsabiliser ^F	1 day	495 \$	-	-	-	-	-	21 Q	-	-	19 M	-	-	7 M	-
	Développer les talents de son équipe ^F	1 day	495 \$	-	-	-	-	-	-	17 M	-	-	13 M	-	-	-
Social skills: interpersonal skills																
	À chacun sa couleur (pour gestionnaire)	1 day	555 \$	-	-	-	-	-	-	4 Q	-	-	14 M	-	-	-
		2 x 2 h 30	450 \$	-	-	-	16, 17 pm	-	-	-	24, 25 pm	-	-	-	-	-
	Playing to Your Strengths and Amping up Teamwork (for Managers)	1 day	495 \$	-	-	-	-	-	21 M	-	-	-	-	3 M	-	-
	Maximiser la collaboration au sein de son équipe ^F	1 day	495 \$	-	-	-	-	-	-	-	24 Q	-	-	-	-	-
		2 x 2 h 30	450 \$													
	Intelligence émotionnelle dans le milieu de travail	2 days	990 \$	-	-	-	-	-	-	18-19 M	-	-	19-20 Q	-	-	-
		2 x 2 h 30	450 \$	-	15, 28 pm	-	-	-	-	9, 23 am	-	-	-	-	-	-
	Emotional Intelligence at the Workplace	2 days	990 \$	-	-	-	-	-	-	-	-	26-27 M	-	-	-	-
	Gestion du stress : soutenir son équipe tout en maintenant le cap pour soi-même ^F	3 h	On-site training available on request													
Consultant		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021
	Renforcer son rôle-conseil	2 days	990 \$	-	-	26-27 M	-	-	25-26 Q	-	-	-	-	17-18 M	-	-
		3 x 2 h 30	525 \$	-	-	-	3, 17, 24 am	-	-	-	-	-	5, 19, 26 pm	-	-	-
	Reinforcing your Advisory Role	2 days	990 \$	-	-	-	-	-	11-12 M	-	-	-	17-18 M	-	-	-
Trainer		Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021
	Former et accompagner dans l'action Coaching technique ^F	1 day	On-site training available on request													
		2 x 2 h 30	On-site training available on request													
	Formation de formateurs (niveau 1) ^F	1-2 days	On-site training available on request													
	Cas difficiles en formation (niveau 2) ^F	1 day	On-site training available on request													
	Techniques innovantes en animation (niveau 3) ^F	3 x 0,5 day	On-site training available on request													

(F) - available in French only

■ ■ (F) - available in French only

Skill development and organizational development

To access the content, click directly on the title of the course.

Training provided by Groupe CFC

For everyone			Duration	Rate	August 2020	Sep. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	March 2021	April 2021	May 2021	June 2021	July 2021	August 2021
The basics																	
	À chacun sa couleur (pour coéquipier)	1 day	555 \$	-	-	-	-	15 M	-	-	10 Q		19 M	-	-	-	
		2 x 2 h 30	450 \$	25, 26 am	-	-	18, 19 am	-	-	-	-	-	24, 25 am	-	-	-	
	Playing to Your Strengths and Amping up Teamwork (for Employees)	1 day	495 \$	-	-	-	-	-	-	-	-	23 M	-	-	-	-	
	Interagir avec intelligence émotionnelle ^F	2 days	990 \$	-	-	-	-	-	-	-	23-24 M	-	-	-	-	-	
	Agir avec souplesse dans l'ambiguïté ^F	1 day	495 \$	-	-	-	-	-	-	-	12 M	-	-	-	-	-	
	Savoir être efficace ^F	1 day	495 \$	-	-	-	-	-	-	-	12 Q	-	-	1 ^{er} M	-	-	
		2 x 2 h 30	On-site training available on request														
	Gérer le temps et les priorités ^F	1 day	495 \$	-	-	-	-	-	-	-	9 Q	-	-	-	-	-	
		2 x 2 h 30	450 \$	-	24 et pm	13 pm	-	-	-	-	-	20, 27 am	-	-	-	-	
	Négocier et influencer pour gagner ensemble ^F	1 day	495 \$	-	-	-	-	-	13 M	-	-	-	20 M	-	-	-	
		2 h 30	On-site training available on request														
	Maîtriser son stress et maintenir l'équilibre au travail	1 day	495 \$	-	-	-	-	-	-	-	-	28 M	-	-	-	-	
	Tips to Manage Stress and Maintain Balance at Work	1 day	On-site training available on request														
	Présentations efficaces ^F	1 day	495 \$	-	-	-	-	-	-	-	-	19 M	-	15 M	-	-	
	Le bon mot, au bon moment ^F	1 day	495 \$	-	-	-	-	-	22 Q	-	-	-	-	11 M	-	-	
	Rédaction : stratégies et techniques d'écriture ^F	1 day	495 \$	-	-	-	-	-	-	-	-	-	31 M	-	-	-	
		2 x 3 h	On-site training available on request														
	Communiquer et collaborer pour accroître la synergie ^F	1 day	On-site training available on request														
		2 x 2 h 30	On-site training available on request														
	Atelier - Escapade au pays de la collaboration ^F	2 h 30	On-site training available on request														
	Travailler en équipe et collaborer ^F	1 day	495 \$	-	-	-	-	-	-	18 Q	-	-	-	14 M	-	-	
	Développer ses habiletés de leader administratif ^F	1 day	On-site training available on request														
	La civilité dans le milieu de travail, c'est non négociable ^F	0, 5 day	On-site training available on request														
Sales and customer service skills																	
	Exceller en service-client (clientèle externe) ^F	1 day	On-site training available on request														
		2 x 2 h 30	450 \$	-	-	19 et 26 am	-	-	-	-	-	-	-	-	-	-	
	Développer son approche-client (clientèle interne)	1 day	495 \$	-	-	-	-	-	-	8 M	-	-	-	16 M	-	-	
	Ways to Make Your Clents Feel Valued	1 day	On-site training available on request														
■ ■ (F) available in French only																	

■ ■ (F) available in French only



NOVACONCEPT

The creative team that works miracles in developing skills through technology.

documens

Allows us to offer a high quality bilingual content for all our products.

CFC | Consulting Training Coaching

Believes in human organizations, bold, creative and authentic leaders and committed teams.

Versalys has been providing IT and office automation training for over 35 years.

By joining forces to combine our strengths and expertise with those of choice partners, Versalys offers a wide range of approaches to develop complementary skills

versalys

Technologies
Capital humain

The strength of a Versalys