

2025 TRAINING CALENDAR

Issue 1



The ITIL® 4 Foundation courses on this page are offered by IT-IQ Botswana an ATO accredited by PeopleCert. IT-IQ is also a Microsoft Learning Partner, CompTIA Authorised Delivery Partner, CBP Delivery Partner and a Pearson VUE Select Test Center. Our course scheduling is available as both in-person or virtual training. By virtue of our partnerships we also have access to legacy courseware and authentic self-study content. For bookings or quotes please email training@itiiq.co.bw or enquiries@itiiq.co.zm or learn more at www.itiiq.co.bw.

TRAINING AREAS	Mode Of Delivery	Course Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
END-USER PRODUCTIVITY TRAINING															
Data Protection Awareness Training	VILT/ILT		2	16-17	13-14		10-11		19-20		07-08	18-19		06-07	
Microsoft Office 365 Power User	VILT/ILT	55283	3	15-17		03-05		07-09			25-27			05-07	
O3565 End User Workshop	VILT/ILT	55154	1	24	18	10	07	26	20	18	05	01	10	10	01
Microsoft Digital Literacy Course	VILT/ILT	MDLC	2	21-22			24-25			10-11			02-03		
Cybersafe end-user training	VILT/ILT	028IG	0.5	31	28	21	12	23	28	25	23	26	17	22	
Emerging Technologies for Business Executives	VILT/ILT		2		07-08	20-21		08-09		17-18	26-27				04-05
Microsoft Excel Basic	VILT/ILT	091055SE	1	20	24	17		12		07		08	27	25	
Microsoft Excel Intermediate	VILT/ILT	091056SE	2	21-22	25-26	18-19		13-14		08-09		09-10	28-29	26-27	
Microsoft Excel Advanced	VILT/ILT	091057SE	2	23-24	27-28	20-21		15-16		10-11		11-12	30-31	28-29	
Microsoft Word Basic	VILT/ILT	091048SE	1	13	10		07		16		04	15		03	
Microsoft Word Intermediate	VILT/ILT	091049SE	2	14-15	11-12		08-09		17-18		05-06	16-17		04-05	
Microsoft Word Advanced	VILT/ILT	091050SE	2	16-17	13-14		10-11		19-20		07-08	18-19		06-07	
Microsoft Outlook Basic	VILT/ILT	091058SE	1		05	18		06		15		01			02
Microsoft Outlook Advanced	VILT/ILT	091059SE	1		06	19		07		16		02			03
Microsoft Powerpoint Basic	VILT/ILT	091060SE	1		04	17		05		14		01			01
Microsoft Powerpoint Advanced	VILT/ILT	091061SE	1		05	18		06		15		02			02
Microsoft Project - Basic	VILT/ILT	091062SE	1		06	19		07		16	25				03
Microsoft Project - Advanced	VILT/ILT	091063SE	2		07-08	20-21		08-09		17-18	26-27				04-05
Microsoft Access (L1,L2,L3)	VILT/ILT	46SE, 47SE	3	15-17		24-25			09-10		25-26		13-14		
EMERGING TECHNOLOGIES															
Incident Response for Business Professionals	VILT/ILT	IRBIZ	1		05	18		06		15		02			02
Data Science for Business Professional	VILT/ILT	CNX0009	1.5	23-24	27-28	20-21		15-16		10-11		11-12	30-31	28-29	
CyberSec First Responder	VILT/ILT	CFR	5	27-31		03-07		12-16	16-20		18-22		27-31		08-12
Artificial intelligence for Business Professionals	VILT/ILT	CNX0017	0.5	31	28	21	12	23	28	25	23	26	17	22	
Internet of Things for Business Professionals	VILT/ILT	IoTBI	0.5	20	24	17		12		07		08	27	25	
Data Ethics for Business Professionals	VILT/ILT	CNX0014	1	06	19		07		16	25				03	
Generative Artificial Intelligence	VILT/ILT	CNX0019	1	13	10		07		16		04	15		03	
SOFT SKILLS TRAINING															

2025 TRAINING CALENDAR

Issue 1



The ITIL® 4 Foundation courses on this page are offered by IT-IQ Botswana an ATO accredited by PeopleCert. IT-IQ is also a Microsoft Learning Partner, CompTIA Authorised Delivery Partner, CBP Delivery Partner and a Pearson VUE Select Test Center. Our course scheduling is available as both in-person or virtual training. By virtue of our partnerships we also have access to legacy courseware and authentic self-study content. For bookings or quotes please email training@itq.co.bw or enquiries@itq.co.zm or learn more at www.itq.co.bw.

TRAINING AREAS	Mode Of Delivery	Course Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
CBP™ Customer Service	VILT/ILT	CBP-CS	2	21-22		17-18			09-10				02-03		
CBP™ Leadership	VILT/ILT	CBP-LS	2	23-24	27-28	20-21		15-16		10-11		11-12	30-31	28-29	
CBP™ Business Communication	VILT/ILT	CBP-BC	2	21-22		17-18			09-10				02-03		
CBP™ Business Etiquette	VILT/ILT	CBP-BE	2	16-17	13-14		10-11		19-20		07-08	18-19		06-07	
CBP™ Sales	VILT/ILT	CBP-SA	2		11-12		08-09		17-18		05-06	16-17		04-05	
CBP™ English Grammar for Business	VILT/ILT	CBP-EG	2		07-08	20-21		08-09		17-18	26-27				04-05
CBP™ Marketing	VILT/ILT	CBP-MA	2	16-17	13-14		10-11		19-20		07-08	18-19		06-07	
IT SERVICE MANAGEMENT															
ITIL 4 Foundation Course (exam included)	VILT/ILT	ITIL-FO	3	15-17	10-12	03-05	07-09	26-28	16-18	28-30	11-13	01-03	20-22	10-12	08-10
CISCO NETWORKING															
Implementing and Administering Cisco Solutions (CCNA)	VILT/ILT	200-301	5	27-31		03-07		12-16	16-20		18-22		27-31		08-12
COMPTIA															
CompTIA A+ Core Series	ILT/SS	1101+1102	5	27-31		03-07		12-16	16-20		18-22		27-31		08-12
CompTIA Network+	ILT/SS	N10-008	5		03-07	'10-14		19-23		07-11	18-22		20-24		
CompTIA Security+	ILT/SS	SY0-701	5	13-17		31-04			09-13				13-17		
CompTIA Server+	ILT/SS	SK0-005	5	20-24	24-28		07-11		02-06		04-08	15-19			08-12
CompTIA Linux+	ILT/SS	XKO-005	5			03-07		12-16	16-20		18-22		27-31		08-12
CompTIA Cloud+	ILT/SS	CV0-003	5			17-21			09-13			22-26		'03-07	
CompTIA Project+	ILT/SS	PK0-005	5		10-14	17-21		19-23		14-18			06-10		
CompTIA CySA+	ILT/SS	CS0-003	5	03-07	10-14		19-23		07-11			08-12		18-22	
CompTIA CASP+	ILT/SS	CAS-004	5	13-17		31-04			09-13				13-17		
CompTIA DATA+	ILT/SS	DAO-001	5			17-21			09-13			22-26		'03-07	
MODERN WORKPLACE M365															
Microsoft 365 Fundamentals	VILT/ILT	MS-900T01	1	24	18	10	07	26	20	18	05	01	10	10	01
Microsoft 365 Administrator Essentials	VILT/ILT	MS-102T00	5	03-07	'10-14		19-23		07-11			09-13		18-22	
Microsoft 365 EndPoint Administrator	VILT/ILT	MD-102T00	5		10-14	17-21		19-23		14-18			06-10		
Employee Experience Platform Specialist	VILT/ILT	MS-080T00	1		04	17		05		14		01			01
Managing Microsoft Teams	VILT/ILT	MS-700T00	4	14-17			01-04		10-13				14-17		

2025 TRAINING CALENDAR

Issue 1



The ITIL® 4 Foundation courses on this page are offered by IT-IQ Botswana an ATO accredited by PeopleCert. IT-IQ is also a Microsoft Learning Partner, CompTIA Authorised Delivery Partner, CBP Delivery Partner and a Pearson VUE Select Test Center. Our course scheduling is available as both in-person or virtual training. By virtue of our partnerships we also have access to legacy courseware and authentic self-study content. For bookings or quotes please email training@it-iq.co.bw or enquiries@it-iq.co.zm or learn more at www.it-iq.co.bw.

TRAINING AREAS	Mode Of Delivery	Course Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Collaboration Communications Systems Engineer	VILT/ILT	MS-721T00	4	28-31		04-07		13-16	17-20		19-22		28-31		07-12
AZURE															
Microsoft Azure Fundamentals	VILT/ILT	AZ-900T00	1	20	24	17		12		07		08	27	25	
Microsoft Azure Administrator	VILT/ILT	AZ-104T00	4	28-31	25-28		01-04			08-11	05-08		28-31		
Configuring and Operating Microsoft Azure Virtual Desktop	VILT/ILT	AZ-140T00	4		11-14	24-27		12-15	23-26		11-14				
Microsoft Azure Architect Design	VILT/ILT	AZ-305T00	4		10-13	17-20		19-22		14-17			06-09		
Designing and Implementing Microsoft Azure Networking Solutions	VILT/ILT	AZ-700T00	3	15-17		24-25			09-10		25-26		13-14		
Infrastructure	VILT/ILT	AZ-800T00	4	28-31		04-07		13-16	17-20		19-22		28-31		07-12
Services	VILT/ILT	AZ-801T00	4	14-17			01-04		10-13				14-17		
SECURITY															
Microsoft Security, Compliance, and Identity Fundamentals	VILT/ILT	SC-900T00	1		05	18		06		15		02			02
Microsoft Azure Security Fundamentals	VILT/ILT	AZ-500T00	4	03-06	10-13		19-22		07-10			08-11		18-21	
Microsoft Security Operations Analyst	VILT/ILT	SC-200T00	4		11-14	24-27		12-15	23-26		11-14				
Microsoft Cybersecurity Architect	VILT/ILT	SC-100T00	4	14-17			01-04		10-13				14-17		
Microsoft Identity and Access Administrator	VILT/ILT	SC-300T00	4	03-06	10-13		19-22		07-10			08-11		18-21	
Administering Information Protection and Compliance in Microsoft 365	VILT/ILT	SC-400T00	4	28-31		04-07		13-16	17-20		19-22		28-31		07-12
DATA & AI															
Microsoft Azure AI Fundamentals	VILT/ILT	AI-900T00	1	24	18	10	07	26	20	18	05	01	10	10	01
Microsoft Azure Data Fundamentals	VILT/ILT	DP-900T00	1		04	17		05		14		01			01
Power BI Data Analyst	VILT/ILT	PL-300T00	4	28-31		04-07		13-16	17-20		19-22		28-31		07-12
Develop AI Solutions with Azure OpenAI	VILT/ILT	AI-050T00	1	13	10		07		16		04	15		03	
Designing and Implementing an Azure AI Solution	VILT/ILT	AI-102T00	4	28-31	25-28		01-04			08-11	05-08		28-31		
Querying Data with Microsoft Transact-SQL	VILT/ILT	DP-080T00	2	21-22		17-18			09-10				02-03		
Designing and Implementing a Data Science Solution on Azure	VILT/ILT	DP-100T01	4	14-17			01-04		10-13				14-17		
Data Engineering on Microsoft Azure	VILT/ILT	DP-203T00	4	28-31		04-07		13-16	17-20		19-22		28-31		07-12
Administering Microsoft Azure SQL Solutions	VILT/ILT	DP-300T00	4		10-13	17-20		19-22		14-17			06-09		

2025 TRAINING CALENDAR

Issue 1



The ITIL® 4 Foundation courses on this page are offered by IT-IQ Botswana an ATO accredited by PeopleCert. IT-IQ is also a Microsoft Learning Partner, CompTIA Authorised Delivery Partner, CBP Delivery Partner and a Pearson VUE Select Test Center. Our course scheduling is available as both in-person or virtual training. By virtue of our partnerships we also have access to legacy courseware and authentic self-study content. For bookings or quotes please email training@itiq.co.bw or enquiries@itiq.co.zm or learn more at www.itiq.co.bw.

TRAINING AREAS	Mode Of Delivery	Course Code	Duration	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
BUSINESS APPLICATIONS															
Microsoft Dynamics 365 Fundamentals (CRM)	VILT/ILT	MB-910T00	1		06	19		'07		16	25				03
Microsoft Dynamics 365 Fundamentals (ERP)	VILT/ILT	MB-920T00	1	13	10		07		16		04	15		03	
Microsoft Power Platform Fundamentals	VILT/ILT	PL-900T00	1	24	18	10	07	26	20	18	05	01	10	10	01
Microsoft Power Platform Developer	VILT/ILT	PL-400T00	5	27-31		03-07		12-16	16-20		18-22		27-31		08-12
A Power Platform Solution Architect	VILT/ILT	PL-600T00	4		10-13	17-20		19-22		14-17			06-09		
Microsoft Dynamics 365 Sales	VILT/ILT	MB-210T01	2	21-22		17-18			09-10				02-03		
DIGITAL & APP INNOVATION															
Developing solutions for Microsoft Azure	VILT/ILT	AZ-204T00	5	03-07	10-14		19-23		07-11			09-13		18-22	
Designing and Implementing Microsoft DevOps solutions	VILT/ILT	AZ-400T00	4		11-14	24-27		12-15	23-26		11-14				
SHAREPOINT															
Sharepoint 2016 Power User	VILT/ILT	55200	2	23-24	27-28	20-21		15-16		10-11		11-12	30-31	28-29	
Microsoft Sharepoint 2016 Owner	VILT/ILT	091069SE	1	20	24	17		12		07		08	27	25	
Microsoft Sharepoint 2016 Site User	VILT/ILT	091068IE	1	13	10		07		16		04	15		03	
Workflow Administration	VILT/ILT	091070IE	1	06	19		'07		16	25				03	