

**IBS**  
JORDAN



Institute of Banking Studies  
معهد الدراسات المصرفية

# COURSE TITLE

# COURSE DATE

- TRAINER NAME
- WORK PLACE AND POSITION
- ACADEMIC CERTIFICATES
- PROFESSIONAL DESIGNATIONS

Accredited by



Accrediting Council for Continuing  
Education and Training

# Ground Rules



- **Smoking is allowed at Smoking Areas.**
- **Phones on Silent Mode & Not on Desktop.**
- **Welcomed to Ask if you Missed Any Point.**
- **Respect Time & be on Time.**
- **Respect other Participants .**
- **We Gathered Here to Think Together .**



# Safety Directions



- **Prayer place**
- **Assembly point**
- **Emergency exits**
- **Coffee break location**
- **Rest rooms locations**



# Safe House



- **What been discussed in the training hall, stays in training hall.**
- **No racist issues like religion, gender or nationalities will be discussed.**
- **No Insult, generalization and/ or personalized issues will be discussed.**

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# Rewards



- **By attending this training, you will gain:**
  - **Professional Attendance certificates**
  - **It will draw a better career and ability to handle different tasks.**
  - **Knowing each other better**
  - **Having fun and gain some new pieces of knowledge and skills.**

# Parking Lot



**Any new, creative and/or other ideas not related directly to our subject; Please to be written down and/or stickered to the blank big paper on the wall by the classroom door, during class and/or break time.**

# To Know each Other



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**Dear Trainee,**

- **Kindly review the Training Activities Administrative Instructions listed on the activity's page on IBS digital platform (Learners Lead).**



# Training Outcomes



**Upon completion of this training, Trainees will be able to:**

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