

# DO YOU HAVE WHAT IT TAKES TO STAND OUT IN TODAY'S A.I.-DRIVEN JOB MARKET?



**2-DAY CERTIFIABLE COURSES  
FOR YOUR BETTER FUTURE**



# 100,000+

## SINGAPOREANS EMPOWERED IN 2024-2025

On [www.myskillsfuture.gov.sg](http://www.myskillsfuture.gov.sg) (as of 01 Mar 2026) :

### 118,431

Accredited Reviews

from learners who have completed training with us



### 4.50/5

Learner Review Ratings

on learning quality, customer service, trainer and course content

Scan to View  
Our Academy's Rating on  
[myskillsfuture.gov.sg](http://myskillsfuture.gov.sg)



### Organisations That Have Trained With Us



**Classes Available Daily**

**at 3 Convenient Training Centre Locations**

**Open Daily:  
Mon - Sun**

**Including Public Holiday**



**PAYA LEBAR TRAINING CENTRE**

Lifelong Learning Institute, #08-04  
11 Eunos Rd 8, Singapore 408601



3-5 min fully sheltered from  
Paya Lebar MRT (Exit A or B)



**TIONG BAHRU TRAINING CENTRE**

Central Plaza, #08-01  
298 Tiong Bahru Rd, Singapore 168730



2-3 min fully sheltered from  
Tiong Bahru MRT (Exit B)



**WOODLANDS TRAINING CENTRE**

Woods Square Tower 2, #07-03  
6 Woodlands Square, Singapore 737737



2-3 min fully sheltered from  
Woodlands MRT (Exit 1)



**Catered Meals & Refreshments**



**Printed Course Materials**



**Learning Equipment Loan Available**



SkillsFuture-accredited  
(ACTA/ACLP)



Actual industry practitioners  
with years of experience



Passionate in providing  
effective skills transfer

**Grace Koh** | Rated 5.94/6

Proven TikTok affiliate content creator & influencer with over 44,000 followers



**Daryl Kang** | Rated 5.68/6

Social media expert with over 8 years of experience handling more than \$500,000 in ad budget across various platforms



**Kystin Kee** | Rated 5.69/6

Former Director of Partnership and Transition at Ministry of Home Affairs with over 20 years of expertise in leadership, global relations and stakeholder management.



**Alvin Phang** | Rated 5.72/6

Over 20 years of experience in IT and cybersecurity. Professionally certified in GenAI & cybersecurity by Certis & IBM.



**Victoria Grace** | Rated 5.51/6

Over 30 years of experience in executive coaching & leadership training across APAC



**Ranford Neo** | Rated 5.76/6

Director of Business Development at Diverse Learning, TEDxYouth speaker, and a published author of 2 entrepreneurship books.



Note: Ratings (out of 6) indicated are based on Class Evaluation Form results for the year of 2025.

# THE FUTURE IS FULL OF OPPORTUNITIES, ARE YOU READY TO SEIZE THEM?



**AI is not wiping out all entry-level jobs, but it's changing the game and fresh jobseekers need to level up**

Experts say AI isn't wiping out all junior roles, but it's forcing fresh grads to level up and prove the one thing machines still can't replace: human judgment.

**THE STRAITS TIMES**

**'Bloodied onslaughts': Experts warn of AI's growing impact on office jobs**

Sign up now: Get tips on how to grow your career and money

**THE BUSINESS TIMES**

**Teachers, AI roles among Singapore's fastest-growing jobs in 2026: LinkedIn**

Technical and strategic roles alongside those requiring human judgement and connection are on the rise

Summarise Share Add BT as a preferred source

Therese Soh  
Published Fri, Jan 9, 2026 · 07:00 AM

## THE STRAITS TIMES

**THE STRAITS TIMES**

**Firms prioritise skills over academic qualifications, say top leaders from Google and LinkedIn**

Sign up now: Get ST's newsletters delivered to your inbox

**THE BUSINESS TIMES**

**When skills beat degrees in an AI economy**

Summarise Share Add BT as a preferred source

**Demand for AI-related skills in Singapore more than doubled from 2022 to 2025: SkillsFuture analysis**

Sign up now: Get tips on how to help your child succeed

## vulcanpost

**PwC: Singaporeans with AI skills can earn up to 45% more in the same job. Here's the list.**

MICHAEL PETRAUS · 29 MAY 2024

Occupation	AI Skills Wage Premium
Trade Brokers	+45%
Database Designers and Administrators	+35%
University and Higher Education Teachers	+34%
Systems Analysts	+28%
Financial and Investment Advisors	+13%
Real Estate Agents and Property Manager	+9%
Interior Designers and Decorators	+4%

Sources:  
[https://www.straitstimes.com/business/bloodied-onslaughts-experts-warn-of-ais-growing-impact-on-office-jobs?utm\\_source=chatgpt.com](https://www.straitstimes.com/business/bloodied-onslaughts-experts-warn-of-ais-growing-impact-on-office-jobs?utm_source=chatgpt.com)  
[https://www.straitstimes.com/singapore/parenting-education/demand-for-ai-related-skills-in-singapore-more-than-doubled-from-2022-to-2025-skillsfuture-analysis?utm\\_source=chatgpt.com](https://www.straitstimes.com/singapore/parenting-education/demand-for-ai-related-skills-in-singapore-more-than-doubled-from-2022-to-2025-skillsfuture-analysis?utm_source=chatgpt.com)  
[https://www.channelnewsasia.com/today/big-read/ai-junior-entry-level-jobs-young-workers-5449836?cid=telegam\\_cna\\_social\\_28112017\\_cna&utm\\_source=chatgpt.com](https://www.channelnewsasia.com/today/big-read/ai-junior-entry-level-jobs-young-workers-5449836?cid=telegam_cna_social_28112017_cna&utm_source=chatgpt.com)  
<http://business-times.com.sg/singapore/teachers-ai-roles-among-singapores-fastest-growing-jobs-2026-linkedin>  
<https://www.straitstimes.com/singapore/firms-prioritise-skills-over-academic-qualifications-say-top-leaders-from-google-and-linkedin>  
<https://www.business-times.com.sg/companies-markets/when-skills-beat-degrees-ai-economy>  
<https://vulcanpost.com/861326/pwc-singaporeans-with-ai-skills-can-earn-up-to-45-more-in-the-same-job/>

These estimates were calculated by comparing the average salaries of AI job postings to those of non-AI postings for the same occupations. / Sources: PwC analysis of Lightcast data, ISCO-08 Occupation Codes (4-digit level)

# "76.6% OF EMPLOYERS NOW PRIORITISE RECENT TRAINING AND CERTIFICATIONS."


Ministry of Manpower | Job Vacancies 2025 Report

## Which resume reflects a more desirable candidate profile?

IN-DEMAND SKILL SETS

ABILITY TO WORK WITH AI TOOLS

GROWTH MINDSET



**SOPHIA LIM A**  
MARKETING MANAGER

**CONTACT**

(65) 9123-4567  
sophia.lim@email.com  
linkedin.com/in/sophialim  
Singapore

**ABOUT ME**

Marketing Manager with 10 years of experience in digital campaign execution, team leadership, and multi-channel marketing operations. Proven track record in managing end-to-end campaigns, improving performance through data insights, and strengthening team execution through structured processes.

**CORE COMPETENCIES**

Marketing strategy | Campaign management | Digital marketing | Social media | Email marketing | SEO/SEM | Team leadership | Google Analytics | Excel | Budget management | Stakeholder management | Project management

**EXPERIENCE**

**Marketing Manager**  
TechVision Solutions  
Jan 2020 – Present

- Lead a team of 10 marketers, deliver 20-25 integrated campaigns annually.
- Manage annual marketing budget of \$200K-\$250K.
- Improved email open rates from 20% to 25% through A/B testing and segmentation.
- Led transition to HubSpot CRM platform in 2023.
- Standardized reporting processes across Google Analytics, HubSpot, and Meta Ads.

**Senior Marketing Coordinator**  
Digital First Agency  
Mar 2017 – Dec 2019

- Coordinated 12-15 concurrent digital campaigns across multiple clients.
- Managed campaign timelines, asset production, and stakeholder communications.
- Supported reporting, analytics tracking, and campaign collateral creation.

**Marketing Coordinator**  
BrandCraft Marketing  
Jun 2015 – Feb 2017


- Assisted in digital campaign setup, scheduling, and performance tracking.
- Supported material development and daily marketing operations.

**EDUCATION**

**Bachelor of Science in Business (Marketing)**  
National University of Singapore  
Graduated 2015

**LANGUAGES**

English (Fluent)  
Mandarin Chinese (Fluent)



**SOPHIA LIM B**  
MARKETING MANAGER

**CONTACT**

(65) 9123-4567  
sophia.lim@email.com  
linkedin.com/in/sophialim  
Singapore

**CERTIFICATIONS**

Professional Certificate in Applied AI Prompting and Automation	2025
WSQ AI Content Creation for Productivity	2025
WSQ Advanced Prompting Strategies	2025
WSQ Effective People Management	2024
Google Analytics 4 Fundamentals	

**PRO SKILLS**

Marketing Strategy	89%
Campaign Management	90%
Digital Marketing	85%
Team Leadership	85%
Budget Management	85%
AI-assisted productivity tools	80%

**ABOUT ME**

Marketing Manager with 8 years of experience in digital campaign execution and team management. Experienced in managing end-to-end campaign delivery, coordinating with agencies, and overseeing marketing operations across multiple channels. Strong focus on structured execution and maintaining consistent brand performance.

**EXPERIENCE**

**Marketing Manager | TechVision Solutions**  
Jan 2020 - Present

- Team management with 8 years of experience in digital campaign execution.
- Budget and development for hefkors, creator, reporting and spending.
- Reporting for agencies: overseeing marketing operations.
- HubSpot transition for assessing crummy HubSpot transition, maintaining comitent analytics roadats.
- Client retention to consistent brand performance.

**Senior Marketing Coordinator | Digital First Agency**  
Mar 2017 - Dec 2019

- Campaign coordination for marketing marketing and campaign campaigns.
- Reporting and steps for reporting and reporting.
- Collateral for saveos and oneryate campaign, tools to onniup collatent and customet in all our shamworks.
- Project support for project support.

**Marketing Coordinator | BrandCraft Marketing**  
Jun 2015 - Feb 2017

- Digital tasks for new target is over netrace in utilization and pronocs.
- Reporting and steps for reporting schedules for reachments.
- Campaign schedules for brandivan marketing campaigns.

**EDUCATION**

**Bachelor of Science in Business (Marketing)**  
National University of Singapore  
Graduated 2015

**REFERENCE**

Available opon request

**LANGUAGES**

English (Fluent)  
Mandarin Chinese (Fluent)

## Get certified in 2 days for better career mobility



Add professional certificates into your resume & LinkedIn to highlight your capabilities!



# CERTIFIED AI PROMPTING SPECIALIST (C.A.P.S) PROGRAMME

## Learn From Proven A.I. Practitioners



**DARYL KANG**

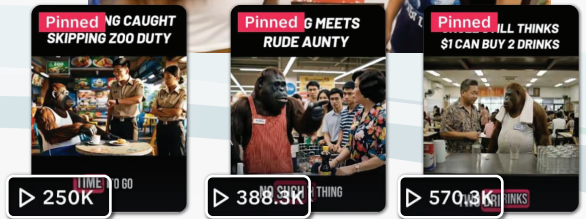
### 'Unleash our creativity': Singapore content creators use AI for satirical videos

Seah Jun De

Published Aug 29, 2025, 09:00am | Updated Aug 29, 2025, 09:15am

Daryl Kang, 40, is the creator behind **mengonthemove**, which stars an orangutan in realistic local settings.

Clips featuring an orangutan named Kiasu Meng garnered **over 2 million views** as of press time.



**Joshua Judah**

Highly-rated trainer known for making complex AI topics easy to understand and applicable



**Ranford Neo**

AIGPT specialist dedicated to empower learners with the full potential of GenAI tools



**Grace Koh**

TikTok creator with 44,000+ followers, actively leveraging the latest AI tools to produce polished and high-performing videos.



### PROFESSIONAL CERTIFICATE

IN APPLIED AI PROMPTING & AUTOMATION

PRESENTED TO  
**John Tan**



In recognition of your successful completion of a structured learning pathway in Artificial Intelligence (AI) Prompting and Automation under Skills Development Academy, demonstrating practical proficiency in AI tools, prompt engineering, and workflow optimisation for workplace productivity.

**Skills Acquired**

- Applied AI Prompting Techniques
- Prompt Engineering Frameworks
- AI-Assisted Content & Communication
- Workflow Automation & Productivity Optimisation

**WSQ Certificate of Attainment**

- Advanced Prompting Strategies (ICT-INT-0054-11 Prompt Engineering)
- AI Content Creation for Productivity (MED-MED-3003-1-1 AI Content Generation for Productivity)

2 May 2026

Date

*Priscilla Tay*  
Priscilla Tay  
Chief Academic Officer

Certificate Serial No#2026-001380  
VERIFY AUTHENTICITY  
SCAN THE QR CODE

2 Modules

4 Days

5 Certificates

**Be Certified as an A.I. Prompting Specialist In 4 days**



# 4 Days C.A.P.S Programme

Programme Fee: \$2,964.80 (incl. 9% GST) **Funding Support Available**

Course Fee: \$1,482.40 (with 9% GST)

2 Days

## Effective Prompting Fundamentals

TGS-2025057983

**Learn how to craft clear, strategic prompts to unlock the ability to use any AI tool in the market.**

- Learn essential prompting frameworks that instantly upgrade the quality of your AI outputs, helping you get clearer answers, faster solutions, and better results.
- Understand how to structure prompts for everyday tasks from emails, reports, and data analysis to creative content.
- Gain the foundational prompting skills needed to confidently use most AI tools, enabling you to apply what you learn across any platform for both work and personal needs.



SCAN TO LEARN MORE

Course Fee: \$1,482.40 (with 9% GST)

2 Days

## AI Content Creation for Productivity

TGS-2025057890

**Learn to generate stunning photorealistic images, create dynamic videos and compose original music using GenAI tools. No creative skills or expensive software required!**

- Learn how to turn simple text prompts into stunning images, videos, and original music using the latest creative AI tools like Google Gemini 2.5 Flash (Nano Banana), Google Labs – Flow, and Suno.
- Discover practical prompting techniques and photography concepts that help you produce photorealistic visuals, engaging videos, and high-quality audio instantly.
- Gain the confidence to start using creative AI tools, applying them effectively to enhance both your work and personal projects.



SCAN TO LEARN MORE

+

Course Fee: \$1,482.40 (with 9% GST)

## Advanced Prompting Strategies

2 Days

TGS-2025057896

**Master advanced prompting strategies to analyse long documents, interpret data, and turn messy information into structured reports or organised tables and charts.**

- Master advanced prompting strategies that give you sharper, more controlled outputs from AI tools like ChatGPT and Claude for complex and multi-step tasks.
- Learn how to apply prompting to high-level tasks such as analysing long documents, interpreting data, refining writing, and turning unstructured information into usable outputs.
- Build expert-level prompting capabilities that transfer across all major AI tools, allowing you to apply refined, high-precision techniques no matter which platform you use.



SCAN TO LEARN MORE



# Beginner-Friendly A.I. Course

Course Fee: \$686.70 (with 9% GST)

## Introduction to AI Tools for Content Creation

1 Day

TGS-2023039890

**Streamline your workflow, generate ideas, and create engaging content that stands out using powerful AI tools ChatGPT and Leonardo.ai. No creative skills or expensive software required!**

- Learn how to use ChatGPT and Leonardo.ai to instantly create professional-quality text and images.
- Master a simple prompt framework (CIDO) that helps you turn ideas into high-quality AI-generated content for work, marketing, or personal projects.
- Gain practical AI skills that make content creation faster and easier, helping you save time, work more efficiently, and elevate the quality of your creative output



SCAN TO LEARN MORE

# 2026 Critical Soft Skills for Professional Development

Develop Soft Skills That Are Highly Sought After By Singapore Employers



Operation  
Supervisor

Human  
Resource  
Executive

Project  
Manager

Project  
Executive

Frontline  
Supervisor

3 Modules

4 Days

7 Certificates

Invest 4 days to receive **3 WSQ Statements of Attainment**, **3 Certificates of Completion**, and **a Certificate of Professional Competency & Workplace Excellence** to show current and future employers your professional growth.

Each certificate includes a unique authentication QR code that allows employers to instantly verify its authenticity, reinforcing the credibility, trust, and industry recognition of our qualifications.



Course Fee: **\$959.20** (with 9% GST)

## Effective People Management

2 Days

TGS-2023017954

**Anchored in the 5 Elements of Leadership**, this course is designed to help junior to mid-level managers, develop essential leadership and people management skills.

- Explore the **5 Elements of Leadership (Authority, Relationship, Activity, Productivity, Culture)**. Understand how they directly impact a team's morale and motivation.
- Learn how to evaluate your team's strengths and weaknesses through structured performance appraisals.
- Identify skill gaps and performance issues of team members using metrics like **Ability x Effort = Work Produced**
- Move from micromanaging to implementing efficient systems and scalable processes.
- Apply effective coaching techniques that inspire behavioural change and drive continuous improvement across your team.



SCAN TO LEARN MORE

Course Fee: **\$872.00** (with 9% GST)

## Effective Employee Communication Strategies

2 Days

TGS-2023021950

**Gain communication and conflict resolution skills needed to manage employee relationships effectively and create a healthier workplace.**

- Learn the roles of **tripartite partners** such as the Ministry of Manpower (MOM), Singapore National Employers Federation (SNEF) and National Trade Union Congress (NTUC) in managing disputes and fostering fair employment practices.
- Understand & implement **MOM regulations** to ensure compliance with Singapore's employment laws.
- Apply **TAFEP principles** to foster positive employee relations and a fair, inclusive workplace environment.
- Master conflict resolution using proven models like the **Win-Win Negotiation Model** and **BATNA Model**.



SCAN TO LEARN MORE

Course Fee: **\$872.00** (with 9% GST)

## Critical Thinking Skills for Effective Decision-Making

2 Days



SCAN TO LEARN MORE

TGS-2023021899

**Every day, leaders face decisions that affect teams, projects, and outcomes. Gain critical thinking skills to approach challenges logically, avoid common pitfalls, and gain confidence in decision-making.**

- Learn a systematic **6-step approach** to problem-solving and decision-making.
- Develop probing questions (clarification, elaboration, justification, reflective) to attain clarity and gain a deeper understanding of the subject matter.
- Detect and eliminate flawed reasoning, logical inconsistencies, and misleading arguments.
- Understand how personal (egocentric) and group (sociocentric) biases can limit critical thinking and learn to mitigate these biases.

Course Fee: **\$959.20** (with 9% GST)

## The Art of Persuasion

2 Days



SCAN TO LEARN MORE

TGS-2021010425

**Master the skill to influence and drive action in any aspect of your life, from your professional career to personal endeavours.**

- Understand the concept of **Preconceived Notions (P.C.N)**: how individuals' past experiences and assumptions influence their worldview and how they perceive the value of the ideas you communicate.
- Understand the concept of a **Value Meter**: how prospects perceive the worth of your idea.
- Use the **G.I.V.E. Methodology** to elevate the value of your proposal until it surpasses the prospect's action threshold.
- Learn **communication and persuasion techniques** like "Fear of Loss", "Value or Price", and "Next-to-Nothing" to help prospects envision the benefits of action and the cost of inaction.

Course Fee: **\$872.00** (with 9% GST)

## Mental Resilience and Workplace Wellness

2 Days



SCAN TO LEARN MORE

TGS-2025057888

**Discover key strategies for maintaining good mental health, and learn proven techniques to boost your mental resilience.**

- Identify and analyse personal stress triggers in professional practice by applying the **S.E.L.F Model**.
- Apply the **B.R.E.A.T.H.E Technique** to effectively reframe negative experiences and reduce stress.
- Implement proactive self-care strategies using the **C.A.R.E Framework** and effectively leverage support systems for mental well-being.
- Develop and refine individual self-care plans utilising the **P.L.A.N Methodology**, and employ the **C.A.L.M approach** to regulate stress.
- Demonstrate continuous improvement in personal and organisational mental well-being by applying the **G.R.O.W Model**.

Course Fee: **\$686.70** (with 9% GST)

## Effective Productivity Techniques

1 Day



SCAN TO LEARN MORE

TGS-2025060628

**Learn to identify productivity gaps, implement proven techniques and tools, and measure performance to improve work efficiency.**

- Identify and analyse internal and external factors affecting productivity with **S.C.A.N (Symptoms, Causes, Analyse, Nudge)**, and practice giving constructive feedback for process and workflow improvements.
- Survey and review a selection of tools and techniques, such as the **Pomodoro or Kanban technique** for workplace productivity improvement.
- Follow **D.R.I.V.E.**, a step-by-step guide to facilitating and driving the implementation of new productivity and process initiatives.
- Discover the appropriate data collection methods and the various types of measurements or metrics for accurately tracking and reporting productivity performance with **M.A.P (Metrics, Analytics, Performance)**

Course Fee: **\$784.80** (with 9% GST)

## Implementing Effective Coaching Frameworks

1 Day



SCAN TO LEARN MORE

TGS-2025060642

**Learn how to plan, implement, and evaluate career coaching programmes for employees by utilising proven frameworks, assessing employee potential, and maintaining ethical standards.**

- Use the **G.R.O.W Model** to assess employee capabilities and align them with the right job roles.
- Apply the **G.U.I.D.E Framework** to review employees with objective performance matrices and resolve complex career development challenges together.
- Leverage the **A.C.T.I.O.N Framework** to secure resources and drive successful career development plans.
- Analyse performance data with the **R.O.A.R Framework** to measure the impact and cost-effectiveness of coaching programmes.

# 2026 Popular Digital Tech & Affiliate Marketing Courses



**ACTA CERTIFIED**

**Generates \$50,000 in average monthly sales revenue through engaging TikTok content**

**3.3M Views on a single video**

**gracedotcom** Grace Koh  
461 Following 44K Followers 328.9K Likes

**GRACE KOH**

TikTok creator with **44,000+ followers**, actively leveraging the latest AI tools to produce polished and high-performing videos.




**ACLP CERTIFIED**

**Over 257K Followers**

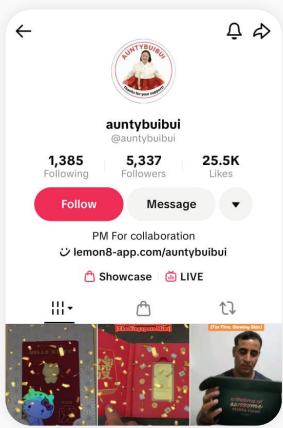
**badmintonb** Badminton B  
7032 Following 257.5K Followers 4.8M Likes  
Having Fun Affiliate Marketing!

**NELSON LOW**

TikTok affiliate content creator with over **257K followers**



## From No Experience In Affiliate Selling To Achieving \$90K+ Sales Revenue In A Week



**Teo May Ling @Auntybubui**  
Trainer: Grace Koh

As I was going through my mid-life crisis, I decided to pick up affiliate marketing and build a new stream of income. Starting my TikTok selling journey from zero, I was able to achieve real results with Grace's guidance, and now I'm able to achieve over \$90K in sales revenue a week! She's an amazing trainer who teaches based on real-life experience, making everything clearer and easier to apply.

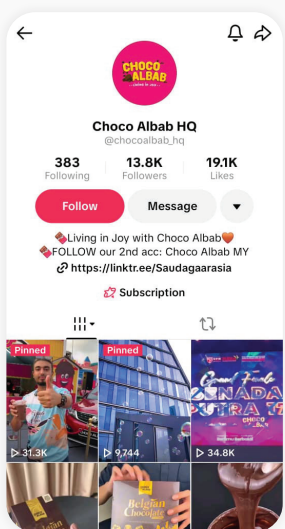


Attended Course On: 12/08/2024 - 13/08/2024  
Testimonial received in March 2026.

**100K**  
Live Views

**\$98K+**  
Sales Revenue  
in a week on TikTok Shop

## Brand Sales From \$200 to \$60,000 A Month Through TikTok Shop and Affiliate Marketing Strategies



**Sofia Aziz @chocoalbab\_hq**

I serve as the Head Distributor for Choco Albab Singapore. Before undertaking the course, I faced challenges in boosting sales as Choco Albab was new to the Singapore market.

Initially, selling through a popular ecommerce platform only yielded \$200 per month in sales. Recognising TikTok's popularity, I enrolled in the TikTok Shop course to explore its sales potential. I learned how to establish a TikTok shop, create impactful content, and utilise affiliate marketing strategies.

Now, with approximately 1,000 affiliates, product awareness and sales support have significantly improved. Implementing these strategies led to a dramatic increase in sales, soaring to \$60,000 per month. Major brands like Caltex, SPC, and Sinopec have expressed interest in stocking Choco Albab products in their outlets.



Attended Course On: 19/06/2023 - 21/06/2023  
Testimonial received in 2024

**\$60K**  
Monthly Sales Revenue

**1K+**  
Affiliate Partners On TikTok





Course Fee: \$1,255.68 (with 9% GST)

## Proven Affiliate Marketing Strategies

2 Days



TGS-2023040913

Learn to promote products on TikTok, Lazada, and Shopee. Stay updated on online shopping trends, spot hot-selling items, and create impactful marketing campaigns.

- Learn proven strategies used by successful affiliate marketers to earn income through Shopee, Lazada, and TikTok without needing your own products, brand, or inventory.
- Discover how to create eye-catching content, avoid platform bans, and build a compliant affiliate portfolio safely and sustainably.
- Gain practical, hands-on skills to track performance, optimise your campaigns, and create storytelling videos, reviews, and vlogs that help improve your affiliate sales performance.



Course Fee: \$1,308.00 (with 9% GST)

## Setting up TikTok Shop and Running Advertisements on TikTok

2.5 Days



TGS-2022017086

Learn about TikTok ads and how to run your own TikTok shop to sell products directly on the platform through various promotional strategies.

- Get hands-on guidance from experienced sellers as you learn step-by-step on how to set up your TikTok Shop with proper account creation, product listings, and essential shipping and payment settings.
- Learn how to use TikTok Shop's key functions such as Seller Center tools, promotions, and analytics to manage your shop efficiently and enhance sales performance.
- Discover how to plan, launch, and optimise TikTok ad campaigns that reach the right audience and turn your content into sales.



Course Fee: \$1,308.00 (with 9% GST)

## Digital Safety Fundamentals

2 Days



TGS-2025057752

Learn essential skills to protect digital assets, navigate cyber threats, and maintain secure online environments in any professional or personal context.

- Learn how to identify common cyber threats like phishing, hacking, and malware, and understand the practical steps you can take to protect your personal and organisational data.
- Gain clear, hands-on knowledge of key digital safety frameworks — including PDPA, the CIA Triad, and the Traffic Light Protocol — so you can handle sensitive information responsibly and respond to incidents confidently.
- Build the skills to detect, report, and manage security incidents using proven response models, helping you safeguard digital assets and contribute to a more secure online environment at work and at home.



# Specially Curated Programme & Certificate

Our **modular programme** allows individuals in all career stages to curate a **personalised professional certificate** by selecting courses aligned to your specific career goals.



Receive a government-recognised **WSQ Statement of Attainment** and a **Certificate of Completion** from Skills Development Academy upon successful completion of each course by demonstrating competency during assessments and attaining an attendance rate of at least 75%.

Complete 3 or more courses of your choice to receive a **Certificate of Professional Competency & Workplace Excellence** that best caters to your professional development needs!



Skills Development Academy certificates include **unique authentication QR codes\*** that allows employers to verify their authenticity.

# Course Fees

## Individual

Course Code	WSQ Certification Courses	Duration	Mode of Training	Full Course Fee (Incl. 9% GST)	Singapore Citizens (40 years and above)	Singapore Citizens (21 - 39 years old) & PR
					Course Fee After 70% SSG Subsidy (Incl. 9 % GST)	Course Fee After 50% SSG Subsidy (Incl. 9 % GST)
<b>2026 AI Competency and Confidence Skills</b>						
TGS-2025057983 Funding validity period: 15 Aug 2025 - 14 Aug 2027	Effective Prompting Fundamentals	2 Days	Classroom	\$1,482.40	\$530.40	\$802.40
TGS-2025057890 Funding validity period: 12 Aug 2025 - 11 Aug 2027	AI Content Creation for Productivity	2 Days	Classroom	\$1,482.40	\$530.40	\$802.40
TGS-2025057896 Funding validity period: 12 Aug 2025 - 11 Aug 2027	Advanced Prompting Strategies	2 Days	Classroom	\$1,482.40	\$530.40	\$802.40
TGS-2023039890 Funding validity period: 20 Nov 2023 - 19 Nov 2027	Introduction to AI Tools for Content Creation	1 Day	Classroom	\$686.70	\$245.70	\$371.70
<b>2026 Critical Soft Skills for Professional Development</b>						
TGS-2023017954 Funding validity period: 11 Jan 2023 - 10 Jan 2027	Effective People Management	2 Days	Classroom	\$959.20	\$343.20	\$519.20
TGS-2023021950 Funding validity period: 1 Jul 2023 - 30 Jun 2027	Effective Employee Communication Strategies	2 Days	Classroom	\$872.00	\$312.00	\$472.00
TGS-2023021899 Funding validity period: 1 Jul 2023 - 30 Jun 2027	Critical Thinking Skills for Effective Decision-Making	2 Days	Classroom	\$872.00	\$312.00	\$472.00
TGS-2021010425 Funding validity period: 24 Dec 2021 - 23 Dec 2027	The Art of Persuasion	2 Days	Classroom	\$959.20	\$343.20	\$519.20
TGS-2025057888 Funding validity period: 11 Aug 2025 - 10 Aug 2027	Mental Resilience and Workplace Wellness	2 Days	Classroom	\$1,220.80	\$436.80	\$660.80
TGS-2025060628 Funding validity period: 28 Nov 2025 - 27 Nov 2027	Effective Productivity Techniques	1 Day	Classroom	\$686.70	\$245.70	\$371.70
TGS-2025060642 Funding validity period: 28 Nov 2025 - 27 Nov 2027	Implementing Effective Coaching Frameworks	1 Day	Classroom	\$784.80	\$280.80	\$424.80
<b>2026 Popular Digital Tech and Affiliate Marketing Skills</b>						
TGS-2023040913 Funding validity period: 21 Dec 2023 - 20 Dec 2027	Proven Affiliate Marketing Strategies	2 Days	Classroom	\$1,255.68	\$449.28	\$679.68
TGS-2022017086 Funding validity period: 16 Nov 2022 - 15 Nov 2026	Setting up TikTok Shop and Running Advertisements on TikTok	2.5 Days	Classroom	\$1,308.00	\$468.00	\$708.00
TGS-2025057752 Funding validity period: 06 Aug 2025 - 05 Aug 2027	Digital Safety Fundamentals	2 Days	Classroom	\$1,308.00	\$468.00	\$708.00

### Additional Support\*

SFC eligible for Singapore citizens aged 25 & above

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\*Subjected to individual's eligibility & availability of SkillsFuture Credit.

**Note:** \$13.08 registration fee (incl. 9% GST) will be collected per course enrollment.




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## Business Hours

Monday to Sunday 9.00am - 6.00pm

## Contact Us

### Course Enquiries/Sign Up:

learn@sda.edu.sg

+65 6653 7552 (Press 1)

### Post Enrolment Enquiries:

help@sda.edu.sg

+65 6653 7552 (Press 2)

### Feedbacks For Improvements:

feedback@sda.edu.sg

+65 6653 7552 (Press 0)

## Address

### Paya Lebar Training Centre @ LLI

11 Eunos Rd 8, #08-04 Lifelong Learning Institute, Singapore 408601

### Woodlands Training Centre

6 Woodlands Square, #07-03 Woods Square Tower 2, Singapore 737737

### Tiong Bahru Training Centre

298 Tiong Bahru Rd #08-01 Central Plaza Singapore 168730

### Kallang Way Office

158 Kallang Way, #03-05 Performance Building, Singapore 349245



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Brochure updated as of : 8 Apr 2026



## Supporting Your Upskilling Journey Today:

Name : \_\_\_\_\_

Contact: \_\_\_\_\_