



ENGINEERING STAFF COLLEGE OF INDIA



Autonomous Organ of The Institution of Engineers (India)
(IMS [ISO 9001:2015, ISO 14001:2015, ISO 50001:2018, ISO 45001:2018],
ISO/IEC 17025:2017 Certified, AICTE & CEA Recognized Institution)
Old Bombay Road, Gachibowli, Hyderabad – 500 032. Telangana, India

Management and Technology Division

Hybrid (Offline & Online) Continuous Professional Development Programme on

Personality Development

Dates: 12 – 14 August 2024

at ESCI Campus, Hyderabad

INTRODUCTION

An all-round personality equipped with appropriate knowledge, skills and attitudes is a pre-requisite for becoming a successful leader. A positive and pleasant personality will ensure that he / she is able to motivate, inspire and lead the team / department / organization towards performance excellence. Hence, the compelling need in all organizations to develop an all-round personality in its employees especially the managerial cadres so that it can contribute to efficient, effective and productive functioning at all levels of management.

For developing one's personality, an open mind, a positive attitude and a learning temperament are essential.

By developing ones personality, the ability to handle people, situations and tasks is facilitated, which is the major attribute that is sought after by all employees.

COURSE OBJECTIVE

The objectives of the programme are:

- To create awareness regarding importance and impact of Personality Development on organizations
- To trace the various attributes by way of knowledge, skills and attitudinal changes required to develop the personality.
- To prepare an action plan and to highlight measures to inculcate these attributes in the Professionals.

COURSE COVERAGE

The issues to be deliberated during the programme are:

- Overview & Personality Development and Its significance
- Communicating and Presentation skills
- Motivation for High Performance
- Team Building, Negotiation and Trust Building
- Leadership Skills and Styles
- Conflict management and Problem resolution
- Stress and Anger Management and Work life Balance
- Time Management Skills
- Crisis Management Strategies
- Transactional analysis for overall personality excellence
- Emotional intelligence, Emotional Quotient, interpersonal behavior
- Work culture, morals, ethics and values
- Self-Management Skills

METHODOLOGY

Methodology of the programme includes class room Sessions with Lecture/discussion with audio visual aid, benched marked practices if any, video shows, Chalk & Talk sessions, group discussions, case studies, debates, sharing of experiences, etc. All the sessions will be interactive demanding active participation from all the members. Case Method of Instructions will be the main method of knowledge facilitation.

TARGET PARTICIPANTS

Engineers, Executives, Non Engineers, HR Executives & Professionals from Governments, Private sector and Public Sector Undertakings (from product, process and service sectors), Technical Officers, Scientific Officers, Scientists working in Research Laboratories are eligible. Regarding further eligibility organizations may contact ESCI for clarification.

RESOURCE PERSONS

Faculty consists of experts from industry, research establishments and academia besides faculty from ESCI.

PROGRAMME DIRECTOR

Dr. R.S.S. PRASANTH, *FIE*

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PROGRAMME DATES & TIMINGS

Dates: 12 – 14 August 2024

Timings : On the first day Registration will commence at **09:00 Hrs**. On all other days the programme timings will be from **09:45-17:15 Hrs** with breaks in between for tea and lunch.

COURSE FEE: Rs.15,000/- (Rupees Fifteen Thousand only) per Participant + GST@18% Extra. Fee includes, course material, course kit, twin-sharing/single AC accommodation as per availability, breakfast, lunch, dinner, tea / coffee and snacks during the actual days of training programme.

Online: WebEx platform.

Rs. 10,000 /- (Rupees Ten Thousand only) per participant + GST@18% Extra. Fee includes, course material, course kit & Institute overheads.

DISCOUNTS

- **Non-Residential Fee:** 10% discount on course fee is allowed for non-residential participants.
- **Group Discount:** Additional 10% discount for three or more participants if sponsored by the same organization.

Note: GST Nil for Central Govt. Departments (like DRDO, DGQA & Govt. Departments).

PAN Card No AAATT3439Q; GST No. 36AAATT3439Q1ZV. H.S. No. 999293 (Under commercial training or coaching services – clause 65(105) (ZZC) of Finance act – 1994).

Programme fee is to be paid in in favor of **“THE INSTITUTION OF ENGINEERS (INDIA) – ENGINEERING STAFF COLLEGE OF INDIA”** in the form of demand draft payable at Hyderabad. Alternatively, the payment may be made by Electronic Fund Transfer (EFT) to ESCI - **SB A/c No.0432104000039631 with The IDBI Bank Ltd., Gachibowli Branch, Plot No. 2-53/2, JNIBF, IIIT Junction, Gachibowli, Hyderabad-500032 by RTG's/ NIFT / IFSC Code No: IBKL0000432**. While using EFT method of payment, please ensure to communicate us your company name, our Invoice reference and programme title.

CERTIFICATION

A Certificate of participation will be awarded to each participant on conclusion of the programme.

GENERAL INSTRUCTIONS:

- ESCI encourages participants to present case studies from their respective organizations.

- ESCI provides complimentary accommodation and boarding to the participants one day before commencement (Check-in 1200 h) and one day after conclusion (Check-out 1200 h) of the programme duration. Overstay charges will be applicable as per ESCI rules (subject to availability of accommodation).
- Well-developed Information Centre and Internet facilities are available to the participants free of cost.