

**4 DAYS**

**RESIDENTIAL CORPORATE LEADERHIP DEVELOPMENT LEARNING PROGRAMME**

**TOPIC**

**“LEADING THROUGH EFFECTIVE COMMUNICATION”**

**DATES**

**25-28 JUNE 2018  
(MONDAY-THURSDAY)**

**STAY & SESSIONS**

**KEYS RONIL HOTEL  
SAUNTA VADDO BAGA CALANGUTE BARDEZ GOA,**

**organized by**



**STERLING INSTITUTE OF CORPORATE CONFERENCES & EVENTS  
PALAKKAD, KERALA**

**Email: [info@sterlingeeventsindia.com](mailto:info@sterlingeeventsindia.com)  
Log on: [www.sterlingeeventsindia.com](http://www.sterlingeeventsindia.com)**

## **ABOUT THE INSTITUTION**

Sterling Institute of Corporate Conferences & Events (SICC&E) is a registered Institution. For more details visit [www.sterlingeventsindia.com](http://www.sterlingeventsindia.com)

## **PROGRAMME INTRODUCTION**

Most of the Corporate Manager/Executive (s) frequently, struggle to communicate effectively, particularly with others who are different in some manner. This learning program will show you how the most effective communication make use of the inclusive leadership mindset of Empowerment, Accountability, Courage, and Humility and guide you on how to use that mindset yourself. This corporate residential program learn strategies to enhance your communication skills and approach. In depth learning include understanding dialogue processes, deflate everyday communication myths, testing assumptions, listening, expressing yourself authentically, and communicating across differences. With short quizzes, management games you will develop a new communication technique. The experience sharing session and the learning outcome will help to strategize one's work and personal life.

## **TOPICS TO BE COVERED - (PPT will be on the following topics)**

- ❖ **Communicating with an Emotionally Disturbed Person (EDP)**
- ❖ **Advanced Communication Skills**
- ❖ **Crisis and Emergency Communications**
- ❖ **De-Escalating Conflict in the Workplace**
- ❖ **Developing a Strong Leadership Capabilities**
- ❖ **Respectful Workplace Communications**
- ❖ **Authentically, accountable communications**
- ❖ **How to communicate with Clarity & Convince**
- ❖ **How eye contact and body language matter in communication**
- ❖ **Learning and Development**
- ❖ **Listening & Complimenting**
- ❖ **Engaging productive discussions and meetings**

## **METHODOLOGY**

A combination of discussion based lectures, cases with practical corporate examples, structured behavioral exercises and management games will form the methodology of the Training program.

## **LEARNING BENEFIT**

- o **Learn more effective ways to communicate with Subordinates/Colleagues**
- o **Prevent and better handle misunderstandings**
- o **Engage employees who are less interactive and participative in the work**
- o **More Effective Teamwork**

## WHO IS RIGHT FOR THE PROGRAMME

Middle and Senior Level Executive/Manager(s) of HRD, Personnel Management, Finance & Marketing, Administration, Section Heads & Senior Secretarial Officers/Managers and or Executive/Manager(s) of any other functional area of management from Central and State Government Public & Private Sector organization/Institutions(s), Banking, Financial Institution Personnel, etc. can also benefit from this Leadership Learning Program Heads of Academic institutions would also be benefited by attending the programme. Senior Executives/Officers of various Govt. of India departments can also attend this Program. Executive/Officer (s) of State Government Public Sector and its statutory institution/organization (s) and various department can also participate this program.

**SHRI . G. AILAIHAH**, with more than thirty three years of industrial experience in the field of Human Resource Development with Particular reference to Personnel, industrial relations and welfare. He started his career as a Labour Officer with Navabharath Ferro Alloys Limited Palwancha, Kothagudem, A.P. and then joined as Welfare Officer in Singareni Collieries Company Limited and after serving in various capacities he retired as General Manager (Welfare) in the year 2009. He worked as internal faculty for various programmes organized by Singareni Collieries HRD Department on Human Resource Development and also as Guest Faculty for **Sri. Ram Centre for industrial relations and Human resources, New Delhi**. He uses innovative techniques in training the managers by adopting interactive methods and making each session lively and informative. He had an outstanding academic and professional career to his credit. A Post graduate with MBA from Osmania University

**DATE: 25-28 JUNE 2018 (MONDAY-THURSDAY)**

## TENTATIVE PROGRAMME SCHEDULE

Date	Event	Time / Duration
25.06.2018 (Monday)	Check-in Lunch Registration & Inauguration Learning Session I & II Dinner	12.00 Noon 13.00 Hrs – 14.00 Hrs 14.00 Hrs – 14.30 Hrs 14.30 Hrs – 17.30 Hrs 20.30 Hrs
26.06.2018 (Tuesday)	Session III	09.00 Hrs – 17.30 Hrs
27.06.2018 (Wednesday)	Session IV Session V	09.00 Hrs – 13.00 Hrs 14.00 Hrs – 17.00 Hrs
28-06-2018 (Thursday)	Valedictory Session Feedback Session Check-out	09.00 Hrs – 10.30 Hrs 10.30 Hrs – 11.00 Hrs 12.00 Noon

## **STAY & CHECK IN/OUT**

Participants will Check-in at **Keys Ronil Hotel** situated at **SAUNTA VADDO BAGA CALANGUTE BARDEZ GOA** on **25<sup>th</sup> June 2018 by 12.00 noon** and will Check – out from the Hotel on **28<sup>th</sup> June 2018 at 12.00 Noon**. They will be provided **SINGLE DELUXE ACCOMMODATION** (Prior and extended stay will be charged extra). Accompanying spouse **Rs.7000/-** which includes all for 4 days.

## **HOW TO REACH THE VENUE: KEYS RONIL HOTEL, GOA.**

**Keys Hotel Goa** , placed right next to **Tito's Cabana and Britto's – the hotspots Baga Lane**. **By Air: Goa** with (45 Kms). Nearest **1. Railway Station** on Konkan Railway Route **THIVIM** with 20 Kilometers **2. MADGAOIN** with 51 Kms. Metro and Industrialized Cities in India are Conveniently connected by Air, Rail and Road.

## **SIGHTSEEING**

Places to see; Baga Beach, Calangute Beach etc. sightseeing will be organized during the program.

## **FEE**

The participation fee of **Rs. 32,000/-** (inclusive of Boarding, Accommodation, Program Materials, Kits, Limited entertainment, Sightseeing), (**Rs. 7000/- extra if accompanied by spouse includes all for 4 days**). (**Prior or extended stay will be charged extra**). **Avoid last minute cancellation of nomination, if any circumstances, a substitute be nominated or otherwise 30% participation fee**).

## **REGISTRATION**

Please send your nomination through e-mail at **info@sterlingeeventsindia.com** on or before **8<sup>th</sup> June 2018** followed by participation fee by **Demand Draft/NEFT/RTGS (Bank Account details will be provided on request through Email)** in favour of **M/s Sterling Institute of Corporate Conferences & Events** and payable at **Palakkad, Kerala**.

## **SECRETARIAT**

**P. RADHAKRISHNAN  
DIRECTOR**

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