



# ACHIEVING PERSONAL & PROFESSIONAL EFFECTIVENESS

## OVERVIEW

This two-day training will coach the participants on positive thought exercises using various proven methods and resilient thinking. They will also be taught how to develop a positive outlook and gain work satisfaction through emotional management.

This is a complete training programme for better personal management self-esteem, and techniques for staying positive at work. Information is presented in an entertaining and relaxed manner, and hands on activities will be used to reinforce learning points.

## OBJECTIVES

- ✚ Understand the fundamental concepts of thoughts and its impact in our daily lives
- ✚ Appreciate that thoughts can be converted to be positive and realistic
- ✚ Implement simple strategies to regain control of the mind
- ✚ Acknowledge the four ultimate challenges that stand between mediocrity and success
- ✚ Learn methods to achieve personal mastery
- ✚ Gain control over their minds by creating a paradigm shift

## WHO SHOULD ATTEND?

This course is aimed at professionals who aspire to enjoy emotional freedom, experience empowerment and bring their best to work each day.

## WORKSHOP OUTLINE

- ✚ Module 1 – Personal Leadership & Mastery
- ✚ Module 2 – The Relationship Between the Mind & Your Life
- ✚ Module 3 – Communicating Positively
- ✚ Module 4 – Managing Challenging Situations with Emotional Intelligence

If you have any enquiries, please contact

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