Sunrise Inc Presents

Corporate Grooming Personality Development - Etiquette and Leadership Competency Development

15th & 16th October 2019 – Mumbai – Suba Galaxy
15th & 16th October 2019 – Chennai – Abu Sarovar
15th & 16th October 2019 – Bangalore – Trinity Isle
16th & 17th October 2019 – Ahmedabad – Comfort Inn
16th & 17th October 2019 – Pune - Sagar Plaza
16th & 17th October 2019 – Delhi – Park Plaza
16th & 17th October 2019 – Kolkata – Pan Asia Continental
17th & 18th October 2019 – Hyderabad –Aditya Park
18th & 19th October 2019 – Vadodara – Suba Elite
18th & 19th October 2019 – Nagpur – Centre Point

Overview

CGPDE training is designed for educates, individuals, professionals and business owners about the pattern of behavior and manners these are essential in corporate culture. When we talk about CEPD we get start focusing on presenting ourselves in a better way. In today's world people love to engage with charming personality with an excellent manner to conduct their business or personnel relationship. Etiquette is a valuable thing helps us to get valued in returns. In this workshop you will learn the key elements techniques of CEPD.

Introduction

An organization's growth and sustenance depends entirely on the constructive participation of its people. The participation of the people is based on how they relate themselves to work as well as those around them.

Leadership Development programme has the potential to let the participants evaluate their current relationship with organization and their team.

And what key elements build and nurture such relationship that is essential to existence of any organization?

Agenda

 # Corporate Etiquette

* Making a first eye impression
* Greetings, Introduction ,art of small talk
* Personal Grooming
* Mastering Cross cultural etiquette to deal with diversity
* Telephone and Mobile Etiquette
* Fundamentals of Corporate and Business Etiquette

 # Personality Development

* Correct Body Language ,poise n posture

Agenda

>> Validate **connection of personal goals with organizational vision** and objectives

>> Identify necessary leadership **skills for building and leading result orientated teams** towards better quality and higher productivity.

>> Understand the complete depth and width of taking **accountability for assigned business functions**, so that every task is completed efficiently.

>> Check how **well balanced decisions, meticulous planning, prioritization,** delivers

* Self esteem n confidence *Pronunction, Voice Modulation and Diction *Conversational Techniques in Socials Gatherings, Topics avoided, Interpreting Body Language, Receiving and Giving Compliments * Good Dressing Sense * Grooming for Success	world class results. **>>** Check importance of **appropriate and effective communication** for efficient team leadership, so that no piece of business communication is slipped. **>>** Build a sense of immense **loyalty in team** towards organization, which ignites performing selflessly, and with self drive.

Participation Fee: -
Rs 4500/- per person per day
Rs 9000/- per person both day
Prices are inclusive of GST

The Fees is inclusive of Tea Refreshment, Lunch, certificate of participation & Course Material.
Duration of Seminar - 10:00 am to 5:00 pm

Best regards
For Sunrise Inc
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