# PERSONALITY DEVELOPMENT, PROGRAMFOR Jourg Adults

**June 19th Onwards** (Monday, Wednesday & Thursday) 10.30 am - 12.30pm (2 hrs each session, Total 24 hrs)

#### MODULE 1: PUBLIC SPEAKING SKILLS

- 1. Introduction to Public Speaking
- 2. Overcoming Stage Fright
- 3. Effective Communication Techniques
- 4. Voice Modulation and Body Language
- 5. Storytelling and Presentation Skills

#### MODULE 2: CONFIDENCE BUILDING

- 1. Understanding Self-Worth
- 2. Building Self-Esteem
- 3. Developing a Positive Self-Image
- 4. Resilience and Overcoming Challenges
- **5.Setting Personal Goals**

#### MODULE 3: IMPORTANCE OF TEAMWORK

- 1. Understanding the Concept of Teamwork
- 2. Communication and Collaboration
- 3. Resolving Conflicts and Building Trust
- 4. Leadership and Team Player Skills
- 5. Effective Group Work Strategies

#### MODULE 4: TIME MANAGEMENT

- 1. Prioritizing Tasks and Setting Goals
- 2. Creating a Schedule and Following It
- 3. Avoiding Procrastination and Time Wasters
- 4. Balancing Work and Play
- 5. Stress Management Techniques

#### MODULE 5: WALK OF CONFIDENCE

- 1. Posture and Body Language
- 2. Eye Contact and Facial Expressions
- 3. Building a Strong Presence
- 4. Walking with Confidence and Purpose
- 5. Making a Positive First Impression

#### MODULE 6: SOCIAL ETIQUETTES

- 1. Proper Dress Code for Different Occasions
- 2. Greeting and Introducing Yourself
- 3. Making Small Talk and Conversation Skills
- 4. Showing Respect and Empathy

# MODULE 7: PRESENTATION SKILLS

- 1. Structuring a Presentation
- 2. Visual Aids and Multimedia
- 3. Delivering a Speech with Confidence
- 4. Handling Questions and Feedback
- 5. Engaging the Audience and Storytelling

# MODULE 8: GOAL SETTING AND VISION BOARD

- 1.Setting Realistic and Achievable Goals
- 2. Creating a Vision Board for Your Future
- 3. Breaking Goals into Smaller Steps
- 4. Staying Motivated and Persevering

#### **MODULE 9: MANIFESTATION**

- 1. Understanding the Law of Attraction
- 2. Visualizing Your Goals and Dreams
- 3. Affirmations and Positive Thinking
- 4. Gratitude and Mindfulness Practices
- 5. Manifesting Success and Abundance

# MODULE 10: LEVELS OF DRESSING

- 1. Understanding Different Dress Codes
- 2. Choosing Appropriate Outfits for Various Occasions
- 3. Color Coordination and Style Tips
- 4. Making a Good Impression with Your Wardrobe

### MODULE 11: BODY LANGUAGE - PROXIMITY

- 1. Understanding Non-Verbal Communication
- 2. Proxemics and Personal Space
- 3. The Importance of a Firm Handshake
- 4. Reading and Interpreting Body Language

# MODULE 12: COMMUNICATION MODE

- 1. Effective Communication Strategies
- 2. Communicating with Adults and Peers
- 3. Asking Questions and Seeking Clarification
- 4. Listening Actively and Showing Empathy

# MODULE 13: HOW TO GIVE A POWERFUL INTRODUCTION

- 1.Crafting a Memorable Introduction
- 2. Using Engaging Stories and Anecdotes
- 3. Building Rapport with the Audience
- 4. Starting Your Speech with a Strong Hook

# MODULE 14: CONVERSATIONS AND MEET AND GREET

- 1. Initiating and Maintaining Conversations
- 2. Engaging in Small Talk and Making Connections
- 3. Breaking the Ice and Creating a Friendly Atmosphere
- 4. Networking and Building Relationships

# MODULE 15 : HOW TO MAKE POWERFUL CONTENT USING CREATIVITY

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