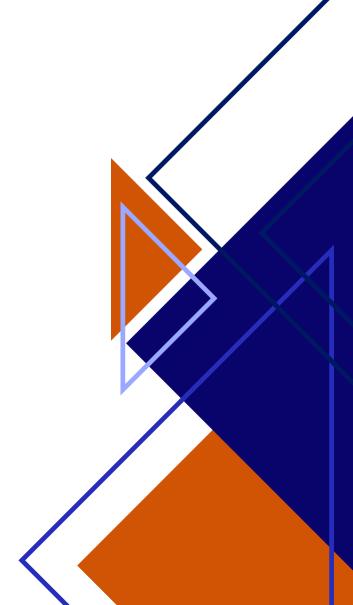


SEARCH 4 EXCELLENCE

CAMPUS TO CORPORATE



Key Takeaways

- Understand the realities of a corporate environment
- Become a motivated, long-term performing and learning individual to grow with the organization
- Empower themselves with tools to refine their personal and professional lives
- Resolve many of their personal, interpersonal & adjustment issues using practical and simple steps in their daily lives

Target Audience

YOUNG GRADUATES TRAINEE ASSOCIATES



8 HOURS

Training Duration

Ownership and Accountability

The art of business communication

Stakeholder Orientation

COVERED 00 КЕҮ

- My Purpose and goals
- Need for an ownership mindset
- Displaying ownership
- Taking initiative

- Barriers to communication
- Communication process
- 6Cs Checklist of effective communication
- Non-verbal communication
- Active listening
- Communication at work
- Constructive communication

- Powe- Interest stakeholder management
- Building visibility and credibility
- Personality styles

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Understand your purpose in life and take active ownership

Understand the gaps in your communication, pay attention to nonverbal cues. listen actively and effectively complete the communication process

Interact and engage with different stakeholders effectively

Time Management

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- Introduction to time management and planning
- Eliminating time wasters and Parkinsion's law
- Prioritization matrix

Identify and eliminate time wasters successfully and prioritize tasks

THANK YOU

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