



## **STUDY BEYOND SCHOOL AND COLLEGE**

**(Self-Improvement Programmes)**

**Programs Duration: 2 Hours 30 Minutes**

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**Venue:** Torrent-AMA Management Centre, Core-AMA Management House, AMA Complex, Dr. Vikram Sarabhai Marg, Vastrapur, Ahmedabad 380 015

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School and college students form the base of every nation's progress & growth. Educational institutions are constantly engaged in providing best academic knowledge to the students. For overall development of the students, it becomes vital to build their capacities with regard to self-development. These qualities in the students can be enhanced through imparting effective training programs on various aspects of self-development.

In this context, Ahmedabad Management Association (AMA) offers short duration programs for school and college students. These programs cover a wide range of subjects namely Leadership, Friendship, Cooperation, Team Building, Creativity, Public Speaking, Effective Communication, Study Habits, Good Manners & Etiquettes. Each programme has been designed to assist the students in exploring their potential, giving shape to their personalities and facilitating their overall development as successful human beings. Given below are the suggested programs alongwith brief content.

**Prog. 1 Leadership – 'A to Z of Leadership'**

**Sunday, July 29, 2018 - 10.00 a.m. to 12.30 p.m.**

John C Maxwell has once said 'A leader is one who knows the way, shows the way and goes the way', Leadership is not necessarily leading a group of people or an organisation, nor is it just a title, Leadership is the ability of an individual to demonstrate the qualities that make him or her to be respected, admired, loved and followed. 'A to Z of Leadership' helps the participants learn about these qualities, understand their value and build their skills to imbibe and practice them.

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**Prog. 2 Friendship –'Are you a True Friend'**

**Sunday, August 12, 2018 - 10.00 a.m. to 12.30 p.m.**

In our journey called life we come across a number of people, we have childhood friends, school and college friends, hostel mates, our travel companions, or society friends , office colleagues etc. etc. etc. As we move on in life some of them become our true friends, these are the ones who remain with us for life. What are those qualities of 'FREINDSHIP' that make one a friend for Life? 'Are you a True Friend? Helps you to identify the qualities of Friendship, and find out if you possess these qualities? All this is learnt and strengthened in a fun loving way.

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**Prog. 3 Cooperation and Team Building**

**Sunday, August 19, 2018 - 10.00 a.m. to 12.30 p.m.**

The success or failure of a team depends on how each team member performs when working in a team. Through games and exercise, 'Building Cooperation' helps the participants to know, understand and be sensitive to the needs of others. It helps build trust and respect for one another. One can learn to value every team member and contribute and appreciate the contribution of every team member. One is sure to learn the importance of cooperation, and how through team work and people cooperation one can achieve success.

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**Prog. 4. Creativity**

**Sunday, September 2, 2018 - 10.00 a.m. to 12.30 p.m.**

Having a creative approach to life, study and work, opens one to new possibilities and opportunities. 'Being Creative' will help the participants to release what makes a person creative and how each of us can be creative. The creativity exercises and games will open up the minds of the young ones to believing in themselves and realising their true and unexplored potential.

**Prog. 5. Public Speaking and Effective Communication**

**Sunday, September 16, 2018 - 10.00 a.m. to 12.30 p.m.**

In today's world having good communication skills is vital. Studies show that people with good communication skills are happier, do well in school and colleges and are more successful. This programme will help the participants learn the art of Public Speaking, and gives them an understanding and practice of being able to speak impressively in public, besides helping them build confidence. Developing skills in speaking is the first step in building a dynamic and sound personality.

**Prog. 6. Study Habits**

**Sunday, September 30, 2018 -10.00 a.m. to 12.30 p.m.**

Successful students have good study habits. Effective study habits can be learnt to improve the ability to retain what one reads, writes or listens. The SQ3R technique of studying is a technique of study that has helped many students become successful. Through this programme the students will learn the technique which they can implement for success.

**Prog. 7. Good Manners or Etiquette**

**Sunday, October 7, 2018 - 10.00 a.m. to 12.30 p.m.**

Knowing and practicing good manners from a young age will help one to get ready to face the world. Both in personal and professional life, be it home, or any other occasion, knowing how to behave will help one to become popular and liked. Society today appreciates people who are Kind, Gracious and Civil. Etiquette or Manners tells us how to behave when in the company of others and helps people to get along with one another. This programme presents tips to help you to be courteous, correct and helps you to say the right things at the right time.

**Methodology:** Discussion, Exercises, Interaction, Video Films, Anecdotes, Real Life Examples, Fun-filled Activities and Games

**Faculty:** Mr Francis Lobo, B.Com, LLB, PGD (HR & Marketing), Diploma in Advertising & Public Relations

**Fee:** Nominal fee Rs.150/- per person per programme Inclusive of GST.

**REGISTRATION FORM:** Please fill-in and return this form along with participation fee to:  
**Ahmedabad Management Association**, AMA Complex, Dr. Vikram Sarabhai Marg, Vastrapur, Ahmedabad 380 015 Phone:079-26308601-2-3-4-5-6 • Mobile : 9537407187, 7069940917, 7203030990 Fax: 079-26305692 • E-mail: ama@amaindia.org • Website: www.amaindia.org  
Android Mobile App: AMA-Ahmedabad amaIndia.org  
Cheque should be drawn in favour of "Ahmedabad Management Association".

Name(s)	Programme No.
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Organization:	
GST No.:	AMA GST No.: 24AAATA 5881D1Z0
Address:	
Telephone(s):	Mobile :
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