

Summer Workshops 2019

For School and College Students



Prarthana-AMA Centre for Career Counselling and Vocational Guidance

Mukesh M. Patel-AMA Academy of Public Speaking & Personality Development

Ramanbhai Patel-AMA Centre for Excellence in Education

SPEC INDIA Youth Empowerment Chair

Summer Workshops - 2019

No.	Date	Programme
1	Mon. to Wed. B-1: April 8 to 10 B-2: April 15 to 17 B-3: April 22 to 24 B-4: April 29 to May 1	Good Manners & Etiquette
2	Mon. to Fri. B-1: April 8 to 12 B-2: April 15 to 19 B-3: April 22 to 26 B-4: April 29 - May 3	Effective Speaking and Personality Development
3	Mon. to Fri. B-1 : April 15 to 19 B-2 : April 22 to 26 B-3: April 29 to May 3	The Introduction to Vedic Maths
4	Mon. to Fri. April 8 to 12	CREATIVE WRITING
5	Sat., April 13	Right Career Right Choice
6	Mon., April 15	Discovering your Career Path
7	Mon. to Fri. April 15 to 26	Writing Program for Students
8	Tue., April 16	A Friend is An Answer to Your Needs – How to Make and Retain Friends
9	Wed., April 17	NEVER SAY “NO” ATTITUDE - It’s all about Self-belief
10	Thu., April 18	Fast Reading and Smart Learning
11	Thu., April 18	Story Telling as an Art
12	Fri., April 19	Developing Your Memory and Concentration
13	Fri., April 19	Developing Hobbies
14	Sat., April 20	Seven Ways to Success
15	Sun., April 21	Personality – Creating lasting impressions
16	Mon. to Fri. April 22 to May 3	Fun with Maths - I (Class 4 and 5)
17	Mon. to Fri. April 22 to May 3	Fun with Maths - II (Class 6, 7 and 8)
18	Mon., April 22	Acquiring Leadership Qualities Early in Life
19	Tue., April 23	The Power of Concentration
20	Tue., April 23	How to Achieve a Winning Personality
21	Wed., April 24	Light the Fire in Your Heart
22	Wed., April 24	Developing Reading Habits

23	Wed., April 24	Attitude determines your Altitude
24	Wed., April 24	Personal Goal Setting and Goal Implementation
25	Wed., April 24	Learning Skills of Adjustments for Success
26	Thu., April 25	Quizzes and Puzzles as a Hobby
27	Thu., April 25	Creative Thinking
28	Fri., April 26	First Aid & Bystander CPR
29	Fri., April 26	Reading Habits and Taking Notes
30	Fri., April 26	Be a Confident Teenager
31	Sat., April 27	Art of Taking Notes (English)
32	Sun., April 28	Building Communication between Children and Parents: Children's perspective
33	Sun., April 28	Are You a True Friend
34	Mon., April 29	Translating Dreams into Reality
35	Tue., April 30	Learning Lessons from Great Personalities
36	Tue., April 30	Positive Attitude, The Ultimate Success Mantra
37	Wed., Thu. & Fri. May 1, 2 & 3	Developing Creative Writing Skills
38	Fri., May 3	Overcoming Anger
39	Fri. & Sat., May 3-4	Developing a Winning Personality
40	Sat., May 4	Preparing for Job Interview
41	Sun., May 5	Origami
42	Sun., May 5	Presentation Skills
43	Mon. to Fri. B-5: May 6-10 B-6: May 13-17 B-7: May 20-24 B-8: May 27-31	Effective Speaking and Personality Development
44	Mon. to Fri. May 6 to 17	Fun with Science - II (Class 6, 7 & 8)
45	Mon. to Fri. May 6 to 17	Fun with Science - I (Class 4 & 5)
46	Mon., May 6	Emotional Intelligence, Where The Heart Rules The Brain
47	Mon., Tue. & Wed. May 6, 7 & 8	Speaking and Reading Skills
48	Tue., May 7	Career Confusions
49	Tue., May 7	Seven Habits of Successful Teens
50	Thu., May 9	The Delight of Self Discovery
51	Fri., May 10	Body Language
52	Fri., May 10	Art of cracking interviews: Academic (Higher Studies) and Corporate

53	Fri. & Sat., May 10-11	CREATIVITY – Looking Beyond The Limits
54	Sat., May 11	Overcoming Defeat and Fear for assertive Future
55	Sat., May 11	Science of Reading
56	Sun., May 12	Where Am I ? – An activity-based workshop on Puzzles, Simulations, Games, Films, etc.
57	Mon., May 13	Manage Time to Manage Everything Else In Life
58	Tue., May 14	Lessons for the Youth From Shrimad Bhagwad Gita
59	Fri., May 17	First Aid & Bystander CPR
60	Fri. & Sat. May 17-18	Self Excellence – A Way of Life
61	Sat., May 18	Discover Your Personality
62	Sat., May 18	General knowledge Quiz
63	Tue., May 21	Developing as a Leader
64	Tue., May 21	The Three Success Mantras: Attitude, Time and Goals
65	Wed., May 22	Developing Non-Verbal Skills – The World of Body Language Science
66	Wed., May 22	Creativity - a Way of Life (Out of the Box Thinking)
67	Thu., May 23	WINNING HABITS
68	Sat., May 25	How to Debate?
69	Sat. & Sun. May 25-26	CREATIVITY – Looking Beyond The Limits
70	Mon., May 27	Where Am I ? – An activity-based workshop on Puzzles, Simulations, Games, Films, etc.
71	Fri. & Sat. May 31 & June 1	Developing a Winning Personality

1

Good Manners & Etiquette

Duration: 3 days - Monday to Wednesday (6 hrs.). Age: 13 to 22 years

Batch	Date	Time
Batch-1	April 8 to 10	4.00 to 6.00 p.m.
Batch-2	April 15 to 17	4.00 to 6.00 p.m.
Batch-3	April 22 to 24	4.00 to 6.00 p.m.
Batch-4	April 29 to May 1	4.00 to 6.00 p.m.

This programme suggests some of the most important aspects of life. Understanding and developing good manners and etiquette will be discussed in the programme.

Coverage:

- **General:** Dress-Sitting-Standing-Walking-Food and Table Manners-Speaking- Listening-Music-Maturity-Empathy, Consideration for others.
- **Social Life:** Entertaining-House Guests-Family, etc. At Work: Punctuality-Variou Relationships-Gossiping-Criticising –Interview. Student - Teacher Relationships, etc.
- **Communication:** Art of Conversation–Telephone Manners, etc.
- **Mannerisms:** Showing off – Repetition – Gestures, Idiosyncracies, etc.
- **Travel:** Fellow Passengers – in Public Places – Airport – Railway Station – Hill Stations – Hotels.
- **Human Relations:** Smile – Appreciation – Anger – Apology – Criticising – Complaints – Arguments – Laughing – Belittling – Borrowing and Lending – Sports – Relaxation, etc.
- **Positive Thinking:** Faith – Prayer – Positive Mental Attitude and more ...

Faculty : Mr. Suresh Mashruwala

Professional Commentator and Trainer

Fee : Rs.400/- per participant per batch.

2

Effective Speaking and Personality Development

An essential Programme for Developing Self Confidence

Duration: 5 days - Monday to Friday (10 hrs.).

Maximum Registration per batch: 30 students.

Age: 13 to 22 years

Batch	Date	Time
Batch-1	April 8 to 12	10 am to 12 noon
Batch-2	April 15 to 19	10 am to 12 noon
Batch-3	April 22 to 26	10 am to 12 noon
Batch-4	April 29 - May 3	10 am to 12 noon

Speaking eloquently is an art, be it in English or Gujarati. This programme gives an understanding and practice on building confidence and speaking impressively in public. Developing skills in speaking is the first step in building a dynamic and sound personality. The programme will cover: preparation for a speech; evaluating your plus and minuses as a speaker; achieving confidence in your ability to present; use of body language and vocal deliveries; speeches at special occasions; speaking with confidence etc.

The unique feature of the programme is practice sessions; personal counseling and feedback by faculty.

Faculty : Mr. Suresh Mashruwala, Professional Commentator and Trainer

Fee : Rs.600/- per participant per batch.

3

The Introduction to Vedic Maths

Monday to Friday, 5 Days

(8.00 a.m. to 10.00 a.m.)

Batch-I : April 15 to 19, 2019

Batch-II : April 22 to 26, 2019

Batch-III: April 29 to May 3, 2019

Age group: 9 to 15 years

The basic aim of the workshop is : To remove the fear of maths from children's mind; To create as well as to sustain the interest of children in learning Maths; To project Maths as a Fun subject; To teach simple as well as powerful techniques of Vedic Maths through games; To prepare them for mental calculations and make them independent of written calculations

Contents:

- History of VM/Introduction/Ice breaking Session
- Calculating squares / "Ekadhiken Purven" rule
- Addition/Subtraction - Practicing Mentally - "Nikhilam" rule
- Multiplying by 11
- Multiplying using reference numbers - 1
- Multiplying using reference numbers - 2
- Shortcuts for division
- Checking the answers
- Puzzles/Problem solving Techniques
- Practice Games/Presentation to Parents/Teachers

Faculty : Ms. Trupti Rawal

Educational Adviser and Consultant

Fee : Rs.600/- per participant per batch.

4

CREATIVE WRITING

Monday to Friday

April 8 to 12, 2019 (5 days)

10.00 a.m. to 12.00 noon

Age group: 5th to 8th Standard

"A 5 day exploration of creative expression in the English language, incorporating exploration of children's literature, instruction in various writing forms (primarily story writing and poetry) using techniques of figurative language, building vocabulary through games and activities, and promoting capacity for reflective and critical thought processes."

Schedule of topics:

Days 1: All about me

Days 2: Art

Days 3: Making Magic

Days 4: Tales

Days 5: Poetry

Faculty:

Ms. Anushri Nanavati

A National topper in English Literature, Anushri did her graduation with Distinction from Pennsylvania State University, USA. She is specialized in Creative Writing and Content Development.

Fee:

Rs.700/- per participant.

'If a man's mind becomes pure, his surroundings will also become pure'

- Buddha

5

Right Career Right Choice (Aptitude Test and Group Counselling) (including Testing)

Saturday, April 13, 2019

9.30 a.m. to 1.30 p.m. (4 hours)

For: Students of Std.IX to XII

Medium of Instruction: English

The choice of a right career is a lifetime choice which enables the student to anchor himself in a long term decision. Many a times individuals “feel stuck” in a career for which they are just not made. Hence awareness of your own aptitudes generates a resource that is significant in the process of making the right choice.

An opportunity for students to know their own **aptitudes** through which they can make a choice. Through objective and scientific ways the process helps you to discover yourself and know your potentials.

Objectives:

- To make a career decision that is relevant and meaningful.
- To identify your strengths and limitations to be kept in mind while choosing a career.
- To be aware of a wide spectrum of careers and opportunities to choose from.

Contents:

- Assessment of aptitudes, which identifies the student’s aptitudes on various dimensions.
- Group counseling of the students along with parents will be conducted at AMA on a given date (the date will be intimated at the end of the test).

Faculty : Dr. Nayana Shah and qualified counselors from MANTHAN, Ahmedabad

Fee : Rs.1000/- per participant including fee towards TEST.

The test will start sharp at the given time

6

Discovering your Career Path

Monday, April 15, 2019

Time : 10.00 a.m. to 1.00 p.m.

Age group: 13 to 22 years

On an immensely complicated career express-way, discovering your own path to a successful career is not easy.

You will encounter numerous diversions. In the typhoons of change, signboards on the path are regularly blown away. Competitors from across the seven seas roam on the way with assault rifles, ready, willing and able to blast anyone blocking their progress.

For all those who want to make rapid progress on the career express-way, this workshop could be a life-changing experience. The participants will be exposed to various skills, from effective communication to organizational politics; from interpersonal relationship to being passionately result-oriented; from self-confidence to self-efficacy.

Faculty : Mr. B.N. Dastoor

Management Educator and Author

Fee : Rs.300/- per participant.

The secret of getting ahead is getting started

- Mark Twain

7

Writing Program for students

Monday to Friday

April 15 to 26, 2019 (10 days)

10.00 a.m. to 12.00 noon

Age group: 11 to 14 years

Objective:

One of the most essential modes of communication is – **Writing**. It gives expression to inner feelings, thoughts and voices. Whether a message, a poem, a paragraph, a letter, a story, an essay or an article, it communicates what you think and feel. However, to write with clarity - correct grammar and use of vocabulary becomes necessary. To enhance and bring precision to the way thoughts are expressed come and join the workshop that imparts and develops writing skills.

Content: Grammar, Model writing techniques (word choice, organization, sentence fluency, conventions)

Faculty : Ms. Sangitha Viswanathan

Fee : Rs.1500/- per participant.

8

A Friend is An Answer to Your Needs – How to Make and Retain Friends

Tuesday, April 16, 2019

Time : 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

Making and retaining true friends requires a deep understanding of interpersonal skills.

In today's increasingly competitive and demanding world, one cannot succeed only on one's technical skills. We must also have good people skills. A good part of our performance in life depends on our ability to take advantage of the skills and abilities of our friends.

At least one-third of our active life is spent in School/ College. Our performance depends to a large extent on our ability to effectively interact with our colleagues including the teachers.

This workshop will make your life worth-living and make you efficient and effective by providing very practical techniques of making and retaining friends both in and out of your School/College.

Faculty : Mr. B.N. Dastoor

Management Educator and Author

Fee : Rs.300/- per participant.

If you change the way you look at things, the things you look at change.

– Wayne Dyer

9

NEVER SAY “NO” ATTITUDE - It’s all about Self-belief

Wednesday, April 17, 2019

10.00 a.m. to 5.00 p.m.

Age group: 12 to 20 years

Introduction: Think defeat and you are bound to feel defeated. But practice thinking confident thoughts and you will develop such a strong sense of capacity that regardless of what difficulties arise; you will be able to overcome them. Practice confidence and faith and your fears and insecurities will soon have no power over you.

This workshop shows how the proper attitude of mind can change lives and win success in all things. It would suggest techniques and would give examples, which demonstrate that you do not need to be defeated by anything, that you can have peace of mind, improved health, and a never-ceasing flow of energy. In short, that your life can be full of joy and satisfaction.

Course Coverage: Think like a Winner, Goal Orientation, Winners v/s Losers, Examples of the Failures of Successful People, Reasons for Failure, Steps to building a Positive Personality, etc ...

Faculty : Mr. Hiren Vakil

Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

10

Fast Reading and Smart Learning

Thursday, April 18, 2019

10.00 a.m. to 4.00 p.m.

Age: 13 years and above.

Promotes faster understanding:

- Did you know that 70% of the time that you spend in Reading is a waste?
- Fast Reading & Smart Learning helps you extract the maximum benefit in minimum time.
- It gives deeper insights into the process of Reading, Concentration and Understanding.
- Teaches effective techniques of mastering Reading, Learning and Studying Skills.
- Promotes better and faster Understanding.
- It helps in overcoming blocks in Reading, Learning and Studying.

Coverage: How to read with a purpose, How to read efficiently and save time, How to improve comprehension, How to make a thorough study of any material - the seven steps, How to find the Main Idea in your reading quickly; How to adjust your speed to different kinds of materials - simple to complex; How to prepare the Mind for Learning and Studying; How to prepare for exams; How to score higher in the Reading Comprehension sections of GRE, GMAT, and other Management entrance tests.

Faculty : **Mr. Kartik Vyas**, Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

11

Story Telling as an Art

Thursday, April 18, 2019

10.00 a.m. to 12.30 p.m.

Age group: 10 to 15 years

Stories affirm who we are and allow us to experience the similarities between ourselves and others real or imagined.

Stories help us make meaning of our lives.

Children love to listen to stories but it is equally important that they should learn how to tell a story effectively. Story telling improves the Childs language and oral expressions.

Faculty : Sai Swapna P.

Certified Image Consultant &
Soft Skills Coach

Fee : Rs.300/- per participant.

*Fill your life with
the light of positivity*

12

Developing Your Memory and Concentration

Friday, April 19, 2019

10.00 a.m. to 4.00 p.m.

Age: 13 years and above.

Developing your memory is key to a more fulfilling life.

- Do you want to tap the hidden power of your memory?
- Do you want to remember names and faces?
- Do you forget the things you need to remember?
- Do you want to remember what you have studied?
- Some tips on preparing for examinations.

If you master the skills of Registering, Retention, Retrieval and Recall – the four dimensions of Memory, you can achieve peak levels of efficiency.

Faculty : Mr. Kartik Vyas, Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

13 Developing Hobbies

Friday, April 19, 2019

10.00 a.m. to 12.30 p.m.

Age group: 10 to 15 years.

Hobbies are a lot of fun, they can help to reduce anxiety and increase concentration. Hobbies help to meet new people and develop friendship.

They say hobbies are the best supplementary sources for personality development. Here we have a special programme for young children - Developing hobbies. Hobbies like reading, paper folding, acting, stamp collection etc. make children learn new things with interest and at the same time make them feel they are different from others. Hobbies can not only provide them fun but also shape their personal growth.

Faculty : Sai Swapna P.

Certified Image Consultant &
Soft Skills Coach

Fee : Rs.300/- per participant.

'No one is more cherished in this world than someone who lightens the burden of another'

- Anonymous

14 Seven Ways to Success

Saturday, April 20, 2019

10.00 a.m. to 1.00 p.m.

Age group : 15 years and above

Today's youngsters face many challenges on various fronts—on the academic, extra curricular as well as on the emotional front.

With loads of homework, pressures to perform and to please parents, teachers and peers, they feel extremely burdened with the result that there is no time to really enjoy what they do. In the process they end up having to do things that they don't really like or enjoy.

This half day workshop shall show the way to youngsters to Joyfully learn, to Work Responsibly and to Develop an Attitude of Gratitude.

The four attitudes and the seven skills required to be a great success in life shall be highlighted with anecdotes, stories and real life experiences.

The workshop will be full of self-introspection exercises and shall be highly interactive.

Faculty : Mr. Achal N Rangaswamy

A versatile and highly successful Sales and Marketing professional.

Fee : Rs.300/- per participant.

15

Personality – Creating lasting impressions

Sunday, April 21, 2019

10.00 a.m. to 1.00 p.m.

Age Group: 12 years and Above

You are what your personality is. In today's world it is necessary to create the right impressions as a student and later in life as a professional. This workshop focuses on ways to develop a holistic personality, it has an inside out approach towards development. Develop your thoughts, feelings & behaviour to distinguish yourself from others.

The objectives of the workshop are

- Understand the importance of creating the right impressions
- Developing the right mindset as a student
- Knowing the ways to develop a holistic personality

Following are the topics that would be covered in the session

- Manners
- Etiquettes
- Dressing
- Grooming

Faculty : Mr. Manish Khanolkar

Fee : Rs.300/- per participant.

16 Fun with Maths - I

Monday to Friday
April 22 to May 3, 2019 (10 days)
10.30 a.m. to 12.00 noon
Age Group: Class 4 and 5

This program will

- introduce children to exploring maths on their own
- play games and learn tricks in Maths
- participate in activities that would test not just memory or algorithms but various other important skills like pattern recognition, reasoning and inventing formulae, that are necessary to make them true mathematicians
- make children who dislike / fear maths discover the joys of doing Mathematics

Faculty:

Ms. Sandhya Sitaram,

Director, Zeal Educational Services Pvt. Ltd.

Fee:

Rs.1500/- per participant (for 10 days).

Fun with Science will be conducted from May 6 onward for 2 weeks.

17

Fun with Maths - II

Monday to Friday

April 22 to May 3, 2019 (10 days)

8.30 to 10.00 a.m.

Age Group: Class 6, 7 and 8

This program will

- introduce children to exploring maths on their own
- play games and learn tricks in Maths
- participate in activities that would test not just memory or algorithms but various other important skills like pattern recognition, reasoning and inventing formulae, that are necessary to make them true mathematicians
- make children who dislike / fear maths discover the joys of doing Mathematics

Faculty:

Ms. Sandhya Sitaram

Director, Zeal Educational Services Pvt. Ltd.

Fee:

Rs.1500/- per participant (for 10 days).

Fun with Science will be conducted from May 6 onward for 2 weeks.

18

Acquiring Leadership Qualities Early in Life

Monday, April 22, 2019

Time: 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

All throughout human history, genuine leaders made a great contribution to our quality of life.

In the immensely complex world in which we live, genuine leaders are in short-supply. Leadership is an art and a science and with passion, skills, knowledge and experience, anyone can learn, acquire and practice leadership.

Leadership is dynamic quality and the earlier one starts to acquire the necessary qualities, the better.

In this workshop, leadership qualities will be discussed and dissected with true-life examples. very practical tips and techniques will be provided to the participants who can put these into practice from the very next day.

Faculty : Mr. B.N. Dastoor

Management Educator

Fee : Rs.300/- per participant.

Strive to learn something everyday.

19 The Power of Concentration

Tuesday, April 23, 2019
10.00 a.m. to 12.30 p.m.
Age group: 10 to 15 years

Concentration requires a great amount of efforts and time. Concentration exercises sharpen the mind and improve the ability to concentrate.

Concentration is a great requirement of ensuring success in whatever work one does. So through this programme we intend to teach young children the required techniques of developing concentration.

Faculty : Sai Swapna P.
Certified Image Consultant &
Soft Skills Coach

Fee : Rs.300/- per participant.

*The aim of life is self-development.
To realise ones nature perfectly – that
is what each one of us is here for.*

– Oscar Wilde

20

How to Achieve a Winning Personality

Tuesday, April 23, 2019

10.00 a.m. to 1.00 p.m.

Age: 15 years and above.

Throughout the ages, there has been an universal agreement on the exact meaning of 'personality'.

Most people tend to equate personality with social success (being popular) and describe personality by a single determinant characteristic (weak, strong, polite, aggressive etc).

Simplified to the core, personality is the sum total of ways in which an individual reacts and interacts with others and with the social, global, economic and organizational environment in which he or she exists and operates.

Thus, personality depends heavily on self-esteem, self-image, self-work, self-efficacy, self-leadership as also on the ability to build effective relationships.

Faculty : **Mr. B. N. Dastoor**, an award winning author, consultant, and trainer, will discuss various ways to acquire a winning personality and score high on "The Big Five Model" of personality traits.

Fee : Rs.300/- per participant.

Every disappointment in life can be a stepping stone to greater things.

21

Light the Fire in Your Heart

Duration : One day

Wednesday, April 24, 2019

10.00 a.m. to 5.00 p.m.

Age group: 12 to 20 years

This workshop shows how the proper approach of mind can change lives and win success in all things. It would suggest techniques and would give examples, which demonstrate that you do not need to be defeated by anything, that you can have peace of mind, improved health, and a never-ceasing flow of energy. In short, that your life can be full of joy and satisfaction. You will become a person of greater usefulness and will have an expanded influence.

Contents: You are the Star, Art of Living with Failure, Equation to Success, Factors that Determine Our Attitude, Be an Achiever, Self-Motivation, etc ...

Faculty : Mr. Hiren Vakil

Corporate Trainer & Management
Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

*Everyone has potential;
you just have to discover it.*

22

Developing Reading Habits

Wednesday, April 24, 2019

9.00 a.m. to 12.00 noon

Age group:

Objective: Developing Reading Habits is a program that will help participants reinforce the need to read. It will not only bring out the benefits of reading but also give a few reading techniques. Along with the sharing of practical tips to cultivate the reading habits, the program will also touch upon how reading ensures success. Anyone who wishes to consciously imbibe the habit may join the program.

Faculty:

Ms. Priti Sakhadeo, is a freelancer communication expert, writer, and educator based in Ahmedabad. She has rich experience in teaching and professional service.

Fee:

Rs.300/- per participant.

23

Attitude determines your Altitude

Wednesday, April 24, 2019

10.00 a.m. to 5.00 p.m.

Age Group: 12 to 20 Years

Program Summary:

Attitude is a mental state and the way in which we view the world around us and choose to see it, either positively or negatively.

Attitude is fundamental to the success or failure that we experience in our life. One of the first and foremost things to do to change our life is to change our attitude.

Attitude determines your Altitude focuses on developing a positive attitude that will help the participants to get what they want out of life.

Topics Covered:

- Thinking Cycle
- What is an Attitude
- Benefits of RIGHT attitude
- How attitudes are formed
- How to change attitude

Faculty : Mr. Kamal Dabawala

Training and Development Consultant

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

*Generosity and greatness
go hand in hand.*

Personal Goal Setting and Goal Implementation

**Half a Day Practice Based Workshop
for Dynamic Young People
Wednesday, April 24, 2019
9.30 a.m. to 1.00 p.m.
Age group: 13 to 17 years**

Program Coverage:

- a) Defining what success means to you – getting in touch with your uniqueness
- b) Understanding the difference between “Clock & Compass” – personal goal setting as process of getting hold of your compass – deciding the course of your life and career
- c) Understanding goal setting fundamentals
- d) Define personal goals – time lines, parameters to evaluate achievements – practice session
- e) Understand circumstances beyond one’s reach that restrain you from goal achievement – coping up with the stress and developing alternate plans towards goal achievement
- f) Creating social support systems for goal achievement
- g) Get inspired by the biographies of celebrities / well known people

HIGHLY USEFUL PROGRAMME FOR HIGHER STUDIES AND A SUCCESSFUL CAREER

Faculty : Dr. Nanda N Dave, Director,
The Mentors - Trainers & Mgmt. Consultants

Fee : Rs.300/- per participant.

25

Learning Skills of Adjustments for Success

Wednesday, April 24, 2019

2.00 p.m. to 5.00 p.m.

Age group: 13 to 22 years

The workshop focuses on guiding the teens in developing skills and mindset for success. The workshop covers practice based tips on ...

- a) Understanding my values for life – what is most important to me
- b) Learning the art of interpersonal skills – importance of getting along with others without compromising on your values
- c) Learning to understand others – their strengths and weaknesses vs. your strengths and weaknesses – learning how to make the best use of others' strengths
- d) Understanding “bridges” and “barriers” in interpersonal relations – learning the art of adjusting with people of different temperaments / nature
- e) Learning the art of creating acceptance amongst family members, school mates, teachers, friends, community at large
- f) Tips on using success principles in day to day life

HIGHLY USEFUL PROGRAMME FOR UNDERSTANDING PEOPLE AROUND YOU AND ADJUST YOUR LIFE.

**Faculty : Dr. Nanda N Dave, Director,
The Mentors - Trainers & Mgmt. Consultants**

Fee : Rs.300/- per participant.

26

Quizzes and Puzzles as a Hobby

Thursday, April 25, 2019

9.00 a.m. to 12.00 noon

Age group: Standard 6 and above

Objective: Learning happens in several ways - rote and fun are the major two. While the former becomes monotonous and might be temporary, the latter is fun and hence long-lasting. Quizzes and puzzles change the scope of learning and make an interactive learning platform. All students of standard 6 and above who wish to explore quizzes and puzzles as a way to motivate themselves and others to learn, remember, enjoy or assess may join the program.

Faculty:

Ms. Priti Sakhadeo, is a freelancer communication expert, writer, and educator based in Ahmedabad. She has rich experience in teaching and professional service.

Fee:

Rs.300/- per participant.

27

Creative Thinking

Thursday, April 25, 2019

10.00 a.m. to 5.00 p.m.

Age Group: 12 to 20 Years

Program Summary:

In today's continually changing, competitive & challenging world, those who can think **CREATIVELY** will persist.

This program will help participants to unleash their Creative Genius, to learn the Tools and Techniques of Creative Thinking, to know how to fight Traditional Thinking, and to develop their own unique & independent way of looking at the world.

Purpose of the program:

- To Unleash Creative Genius of participants.
- To orient participants towards 'out of the box thinking'.
- To enable participants with tools and techniques of Creative Thinking.

Topics Covered:

- The need to be creative
- Myths & Realities of creative thinking
- Benefits of creative thinking
- Tools & Techniques of creative thinking
- Unleash your creativity
- Stand out of the crowd

Faculty : Mr. Kamal Dabawala

Training and Development Consultant

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

28

First Aid & Bystander CPR (For School and College Students)

Friday, April 26, 2019

9.30 a.m. to 1.30 p.m.

4 hours

Age group: 12 years and above.

Contents:

- Introduction to First Aid
- Chemical & Thermal Burns
- Wounds
- Fractures & Splinting
- Cardio Pulmonary Resuscitation (According to American Heart Association Guidelines 2015)

Audio-visuals will be used for increasing the effectiveness of the topic covered

Faculty : Ms. Isha Popat,

Lifeline Foundation, Vadodara

Fee : Rs.800/- per participant. Fee includes course fee and **working lunch.**

*Faculty support Lifeline Foundation,
Vadodara*



29

Reading Habits and Taking Notes

Friday, April 26, 2019

10.00 a.m. to 12.30 p.m.

Age group: 12 to 18 years

Habits lead to long term success. The most successful people all tend to have one thing in common: They read.

There are two types of readings - Reading for pleasure and reading for studies. In both the cases methodical reading is necessary. This programme aims at guiding children as to how to note down important points while reading so that they can be useful in their studies.

Faculty : Sai Swapna P.

Certified Image Consultant &
Soft Skills Coach

Fee : Rs.300/- per participant.

There are two kinds of people

Those who say,

' I will believe it when I see it'

And those who say,

' To see it I know I must believe it'

30

Be a Confident Teenager

Friday

April 26, 2019

10.00 a.m. to 4.00 p.m.

Age group: 12 to 18 years

The regular stage fright and unable to comprehend thoughts comes as demotivating thought to many teenagers. This three days two hours program prepares a teenager to,

- Speak better with clarity
- Build confidence in speaking with people
- Comprehend thought process and express well.
- Dealing with group conversation and convey self with confidence.

There will be many role play based learning and group based simulation work.

Faculty : Ms. Rama Moondra, Management Trainer

Fee : Rs.600/- per participant. Fee includes course fee and working lunch.

*' It is not what happens to you but
how you react to it that matters'*

- Epictetus

31**Art of Taking Notes (English)**
(conducted in Simple English / Gujarati)**Saturday, April 27, 2019****8.00 to 11.00 a.m. (3 hrs.)****Age group: 10 to 14 years**

You are a student and go to learn at the school or college. You listen to your teachers. After a while you forget what you have learnt. It is at the exam time you face a lot of mental stress and invite problems, don't you? So, in order to ascertain your learning and retaining it for long, you must learn the art of taking notes. This workshop will teach you how to take notes while learning and will make you a confident, successful and a stress free learner!

Faculty : **Mr. Narendra Pandya**, Trainer and Author.
An innovative teacher, Mr. Pandya coordinates and conducts AMA's training programme for Municipal School Students.

Fee : Rs.300/- per participant.

Happiness is found in giving.

32

Building Communication between Children and Parents: Children's perspective

Sunday, April 28, 2019

10.00 a.m. to 1.00 p.m.

Age group: 9 to 12 years

Introduction: Over the years, children have adapted to more aggressive mode of communication in their home, school and at play. Such communication poses a threat to human relationships. This program facilitates understanding of different forms of communication- Aggressive, Assertive and Passive. The right mix of the three forms will help build effective communication of the child with his/her parents, siblings, friends etc. This program is for children who want to learn the art of having good conversation with their parents and have positive healthy relationship at home.

Content:

- Accepting facts of life
- Understanding children's expectations from children
- Understanding parent's expectations from children
- Forms of Communication- Aggressive, Assertive and Passive
- Attempting to fulfill expectations: Finding the middle path
- Count your Blessings

Faculty : Dr. Daisy Kurien

Fee : Rs.300/- per participant.

33

Are You a True Friend

Sunday, April 28, 2019

10.00 a.m. to 1.00 p.m.

Age group: 12 to 18 years

In our journey called LIFE, we come across a number of people. We have our childhood friends, our school and college or hostel mates, our travel companions, our office colleagues, society neighbors, etc, etc, etc. As we move on in life some of them become our 'True Friends'.

Yes we all have friends, but there are only a few of them who are true; and these are the ones who remain with us for life. What are these qualities of 'FRIENDSHIP' that make one a Friend for Life? Do you possess the qualities that make you a 'TRUE FRIEND'? Who can You consider as Your True Friend?

In a fun loving way, let this programme help you in honing and strengthening your qualities as a True Friend!

Faculty : Mr. Francis Lobo

Fee : Rs.300/- per participant.

' We don't receive wisdom, we must discover it for ourselves after a journey that no one can take for us or spare us'

- Marcel Proust

34

Translating Dreams into Reality

Monday, April 29, 2019

10.00 a.m. to 1.00 p.m.

Age: 15 years and above.

As opposed to instinct-driven animals, human beings are intellect-driven and seek goals for a better future.

To start with, every goal, objective, desire or aim starts with a 'dream'. This is why it is said that the one who does not dare to dream is running on a treadmill – running but not going anywhere.

Dreaming per se is easy. It does not require any effort to dream about being rich or famous or powerful or glamorous.

But it takes hard, intelligent work to translate one's dreams into reality. It requires the ability to reinforce one's strengths, counter threats and catch opportunities.

This interesting and informative workshop is designed to provide practical tips and techniques for achieving objectives and attaining goals.

The workshop will be piloted by **Mr. B. N. Dastoor**, an accomplished author of over 100 books, consultant, and trainer with a rich international experience of over four decades.

Fee: Rs.300/- per participant.

*If you do the right thing in faith,
everything is possible.*

35

Learning Lessons from Great Personalities

Tuesday, April 30, 2019

10.00 a.m. to 5.00 p.m.

Age group: 12 to 18 years

Success is what a person achieves under the trying circumstances. Successful people are those who set high standards for themselves and try to achieve them. They leave a legacy behind them for the generations to come. People look unto them as icons (role models) and try to draw inspiration from their deeds.

If we look around, we can find lots of examples of great personalities across varied fields, who have created niche for themselves. There is ample to learn from personalities like Sachin Tendulkar, MS Dhoni, Saina Nehwal, Anupam Kher, Akshay Kumar, Narayana Murthy, Kiran Bedi and others.

This Programme is based on the true-life stories of such luminaries.

Course Coverage: Personality–Conceptual Foundation, Elements of a Great Personality, Steps to Building a Positive Personality, Qualities that make a Person Successful, etc ...

Faculty : **Mr. Hiren Vakil**

Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

36

Positive Attitude, The Ultimate Success Mantra

Tuesday, April 30, 2019

Time: 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

In our century of gross uncertainties and globalization, the ultimate mantra for success is having a positive attitude towards life in general and one's own beliefs and behaviors in particular.

Attitudes are evaluative statements or judgements concerning other people, objects or events. They reflect about how we feel about something, within the circles of family and friends and in the workplace. One's attitude largely decides one's patterns of behaviors. Positive attitude results in positive behavior patterns.

This very important workshop will help participants change:

- Problems into challenges
- Constraints into opportunities
- Despair into hope and
make them battle-ready to face life challenges

Faculty : Mr. B.N. Dastoor
Management Educator

Fee : Rs.300/- per participant.

*Good things come to those who wait.
Better things come to those who try.*

37

Developing Creative Writing Skills

Wednesday, Thursday & Friday

May 1, 2 & 3, 2019

5.00 p.m. to 7.30 p.m.

Age group: Std. 6 and above.

Objective: Creative Writing is a part of a student's syllabus across all boards and all classes. Often a good writer that a student is, they lack technique and practice. When they are guided to exercise their imagination and creativity, they show enhanced communication and persuasion apart from a step-up in their writing skills. This program aims to help students write their creative assignments without jitters and is for students of std. 6 and above.

Faculty:

Ms. Priti Sakhadeo, is a freelancer communication expert, writer, and educator based in Ahmedabad. She has rich experience in teaching and professional service.

Fee: Rs.900/- per participant.

38 Overcoming Anger

Friday, May 3, 2019

10.00 a.m. to 12.30 p.m.

Age group: 12 to 18 years

While children are growing and still learning how to cope with anger, they tend to instinctively use anger as a defence against physical and emotional pain.

Anger is a difficult feeling. When they are angry, they might do bad things that they wouldn't do if they were happy.

Children will learn how to control their anger using bright and fun learning system.

This anger management workshop uses child-friendly language to describe anger and normalise the emotion. The included activities are designed to help children think about how they behave differently when they are angry, learn about their triggers, and then come up with alternate ways of behaving properly.

Faculty : Sai Swapna P.

Certified Image Consultant &
Soft Skills Coach

Fee : Rs.300/- per participant.

'What one knows, one sees'

– Johann Wolfgang Von Goethe

Friday & Saturday, May 3-4, 2019
10.00 a.m. to 5.00 p.m.

INTRODUCTION:

There is no limit to the amount you can improve the quality of your life. A thousand miles journey begins with the first step, and admission of ignorance is often the first step in our education.

This workshop has been carefully designed to acquaint and train participants in improvement of various personal and inter-personal skills/qualities like interactive communication skills, self-discovery and objective analysis to yield better decisions.

OBJECTIVES

- To enhance personal effectiveness through communication.
- To overcome inhibitions in communicating with people.
- To understand and implement effective interpersonal skills.
- To project your personality better in front of others.
- To be always positive, confident and self-motivated under any circumstances.

CONTENTS (Two-day Programme)

- ***Elements of a Good Personality***
- ***Communication – Conceptual Foundation***
 - Why Does Communication Matter ?
 - Types of Communication
 - Barriers in Communication
- ***Presentation Skills***
 - Planning the Presentation
 - Organizing the Presentation
 - Preparing for the Presentation
 - Delivering the Presentation

- ***Behavioural Skills***
(The World of Body Language Science)
 - Reasons for Awareness of Non-Verbal Signals
 - Eye Communication
 - Posture & Movement
 - Gestures & Facial Expressions
- ***Building Self-Esteem***
 - Attitude - Your Most Priceless Possession
 - How do you recognize people with a Positive Attitude ?
 - Cost of a Negative Attitude
 - Factors that Determine Our Attitude
 - Never Say “No” Attitude
 - Steps to Building a Positive Attitude
- Programme Sum-up

METHODOLOGY: Discussions, Exercises, Video Films, Case Studies, Presentations, Management Games, Brain Teasers/Simulations, etc.

AGE GROUP : 15 years & above

Faculty : **Mr. Hiren Vakil**
Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.1000/- per participant. Fee includes course fee and **working lunch**.

Saturday, May 4, 2019

9.30 a.m. to 1.00 p.m.

Age group: 17 years to 26 years.

This is a unique workshop designed for students to help them, reelect and imbibe the habits and skills needed for success in preparing for job interview questions assertively. The Programme would provide useful thoughts and messages. This Programme is dedicated to courage and knowledge, the qualities most need to succeed in a job search.

Coverage:

1. General Guidelines in Answering Interview Questions.
2. Know your Profession.
3. Conflict resolution.
4. Case Study.
5. Face to Face.
6. Q. & A.
7. Certificates.

Faculty : Dr. Paresh M Kariya, Ph.D., MBA, BE, SSB, LA-ISO 9000. He is Senior Management Professional with more than 23 years in high-impact senior leadership roles.

Fee : Rs.300/- per participant.

41

Origami

Sunday, May 5, 2019

Time: 8.30 a.m. to 11.00 a.m.

Age group: 10 to 16 years

Origami is a Japanese art of paper folding. If a child does it you will find a tremendous change in his attitude, performance and progress. It will help the child concentrate, do the work accurately and enjoy his creation.

This programme is a must for all children. Enroll your child for this programme and ensure his joy.

Faculty : **Mr. Narendra Pandya**, Trainer and Author.
An innovative teacher, Mr. Pandya coordinates and conducts AMA's training programme for Municipal School Students.

Fee : Rs.300/- per participant.

Planet earth and humanity need you. They need you and that is why you are here.

Sunday, May 5, 2019

4.00 to 7.00 p.m.

Age Group: 12 years and above

Speaking in front of a group is the second most feared activity in the world. Majority of the people in the world have stage fright. This workshop will help students overcome their fear of speaking. It will also equip them with tools and techniques of making an impact while making a presentation in their school or college.

Objectives of the workshop

- To stand in front of a group and speak with impact
- To understand the nuances of delivering a presentation
- To understand the importance of body language in presentation

Following are the topics covered in the session

- How to make the presentation impactful
- Delivering a high impact presentation
- Handling audience during a presentation

Faculty : Mr. Manish Khanolkar

Fee : Rs.300/- per participant.

43

Effective Speaking and Personality Development

An essential Programme for Developing Self Confidence

Duration: 5 days - Monday to Friday (10 hrs.).

Maximum Registration per batch: 30 students.

Age: 13 to 22 years

Batch	Date	Time
Batch-5	May 6-10	8.00 to 10.00 a.m.
Batch-6	May 13-17	8.00 to 10.00 a.m.
Batch-7	May 20-24	8.00 to 10.00 a.m.
Batch-8	May 27-31	8.00 to 10.00 a.m.

Speaking eloquently is an art, be it in English or Gujarati. This programme gives an understanding and practice on building confidence and speaking impressively in public. Developing skills in speaking is the first step in building a dynamic and sound personality. The programme will cover: preparation for a speech; evaluating your plus and minuses as a speaker; achieving confidence in your ability to present; use of body language and vocal deliveries; speeches at special occasions; speaking with confidence etc.

The unique feature of the programme is practice sessions; personal counseling and feedback by faculty.

Faculty : Mr. Suresh Mashruwala, Professional Commentator and Trainer

Fee : Rs.600/- per participant per batch.

Monday to Friday

May 6 to 17, 2019 (10 days)

8.30 to 10.00 a.m.

Age group: Class 6, 7 and 8

This program will

- introduce children to exploring science on their own
- help them to participate in experiments and activities that would test not just memory but various other important skills like observation, reasoning and reporting that are necessary to make them true scientists

Faculty:

Ms. Sandhya Sitaram

Director, Zeal Educational Services Pvt. Ltd.

Fee:

Rs.1500/- per participant.

45**Fun with Science - I****Monday to Friday****May 6 to 17, 2019 (10 days)****10.30 a.m. to 12.30 p.m.****Age Group: Class 4 and 5**

This program will

- introduce children to exploring science on their own
- help them to participate in experiments and activities that would test not just memory but various other important skills like observation, reasoning and reporting that are necessary to make them true scientists

Faculty:**Ms. Sandhya Sitaram**

Director, Zeal Educational Services Pvt. Ltd.

Fee:

Rs.1500/- per participant.

46

Emotional Intelligence, Where The Heart Rules The Brain

Monday, May 6, 2019

Time : 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

Emotions are the first screens to all the information we receive. We know that we are supposed to act rationally, but we can never really suppress our emotions. We show our emotions when we are happy about something, angry at someone, afraid of something.

All of us know the obvious role that emotions play in our everyday lives. Emotions are intense feelings that are directed at someone or something. Some emotions, particularly when exhibited at the wrong time can adversely affect the a quality of one's life.

Emotions, whether positive or negative, serve some purpose .

This unique workshop will help the participants to be emotionally intelligent so that they will be able to manage emotional cues and information. It will give them emotional stability by giving practical tips and techniques to be calm, self-confident, secure and happy.

Faculty : Mr. B.N. Dastoor

Management Educator

Fee : Rs.300/- per participant.

47

Speaking and Reading Skills

Monday, Tuesday & Wednesday

May 6, 7 & 8, 2019

5.00 p.m. to 7.00 p.m.

Age group: 10 to 18 years

Objective: Speaking and Reading are the second and third skills of learning a language. They often go hand in hand. Pronunciation and intonation are major aspects while speaking whereas understanding and learning are those of reading. If one speaks well, they are sure to have clear thinking. And, if one reads well, they are certainly a good thinker. This program consists of hands-on activities for both the skills. Students of standard 6 and above may join here.

Faculty:

Ms. Priti Sakhdeo, is a freelancer communication expert, writer, and educator based in Ahmedabad. She has rich experience in teaching and professional service.

Fee:

Rs.900/- per participant.

Tuesday, May 7

9.30 a.m. to 1.30 p.m. (4 hours)

For: Students of STD IX to XII.

Medium of instruction: ENGLISH

Aptitude is the inborn capacity of an individual to accomplish a career. In this world of numerous options and opportunities, it is difficult to know what career is “right” for you. If you choose a career which suits your aptitude, with supplementary training, you would be happy and successful in that field. Hence, knowing aptitudes is crucial in the career planning of a student, and there is less confusion around the multiple choices that are available.

Objectives:

- To unfold the hidden potentials and aptitudes to help make a more meaningful career choice
- To have a greater understanding about aptitudes and relevant careers.
- To deal with confusions arising out of career choices and discover new options.

Contents:

- Assessment of aptitudes, which identifies the students aptitudes on various dimensions
- Group counselling of the students along with parents will be conducted at AMA on a given date (the date will be intimated at the end of the test).

Faculty : Dr. Nayana Shah

and qualified counselors from MANTHAN,
Ahmedabad

Fees : Rs.1000/-per participant (including TEST fee & Counselling with Parents)

**The test will start sharp at the given time.*

49

Seven Habits of Successful Teens

Tuesday, May 7, 2019

Time: 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

Teenagers face many problems some real, some imaginary during a very crucial and sensitive period of their lives. They face challenges from their own families and from the outside world.

In search of recognition and fame an average teenager fails to realize that more than the fame, happiness comes from the quality of one's relationship with people you love and respect; from having a positive attitude, from the ability to perceive each problem as a challenge.

This workshop, designed very carefully for the modern teen will give the participants practical tips on how to communicate effectively, set clear goals and find meaningful ways for solving problems to improve the quality of life.

Faculty : Mr. B.N. Dastoor

Management Educator

Fee : Rs.300/- per participant.

Nothing great was ever achieved by only sitting still.

Thursday, May 9, 2019

10.00 a.m. to 5.00 p.m.

Age Group: 15 to 22 years

“Knowing yourself is the beginning of all wisdom”

–Aristotle

Preamble: It is not our position but our disposition that determines our destiny. Our opinion of ourselves critically influences the outcome of everything we do. Success or failure depends on our attitude. Therefore it is essential that we believe in ourselves and have confidence in our ability to succeed. But we can do so only if we realize the immense potential within us and have a realistic estimate of ourselves. This self discovery is the starting point of all achievements. Once we become conscious of our innate capabilities and develop inner strength, we will be confident enough to go ahead and achieve whatever goals we set.

Challenge your limits and dare to go beyond the horizon.

Objective: To enable the participants to realize their potential, gain confidence, build competence and achieve excellence. Empower yourself and enhance your value.

Attendees All those who wish to lead a sparkling, successful and delightful life by realizing their self worth.

Content. The one-day workshop will have the following sessions:

- Know Yourself
- Identify your Uniqueness
- Power of Positive Attitude
- Motivation, Goal setting
- Ethics, Personal Integrity
- Personal Vision and Mission

“All power is within you; you can do anything. Believe that. Manifest the divinity within you.”

– Swami Vivekananda

The program will be interactive and participatory and consists of training games, group activities & discussions.

Faculty : Prof. Thomas Oommen

Life Skills Coach & Corporate Trainer

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

51

Body Language

Friday, May 10, 2019

10.00 a.m. to 12.30 p.m.

Age group: 12 to 18 years

All nonverbal communication i.e body language has meaning. Body language communicates all the emotions we feel.

Content :

- Stance & Power
- Eye Contact
- The “Smile” Factor
- Standing, Sitting & Walking Gracefully
- Importance & Learning of different: Poise, Gestures & Postures
- Hand Gestures
- Handshake
- Body Moments
- General Characteristics
- Greetings, Self-introductions & Positive Introduction

Faculty : Sai Swapna P.

Certified Image Consultant &
Soft Skills Coach

Fee : Rs.300/- per participant.

*‘There is no duty more obligatory
than the repayment of kindness’*

– Marcus T Cicero

52

Art of cracking interviews: Academic (Higher Studies) and Corporate

Friday, May 10, 2019

10.00 a.m. to 4.00 p.m.

Age group: 18 to 22 years

Introduction: This program is for students who have plans to join various professional courses offered by different colleges. This program would also add value to those who after studies want to step into the corporate world. Over the years, parameters for selection at both platforms have become tougher and challenging; this program aims to facilitate better understanding of interviewer's expectations and helping the interviewees handle them smartly.

Content:

- Building clarity on the interview objective
- Understanding inputs required for next level (academic and corporate)
- Understanding the interview process: An interviewer's perspective
- Role play- Facing interviews
- Answering common expected questions asked in interviews
- Learning to face video and telephonic interviews
- Assessing self performance post interview
- Understanding body language
- Learning do's and don'ts of interviews

Faculty : Dr. Daisy Kurien

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

53

CREATIVITY – Looking Beyond The Limits (An activity-based workshop)

**Friday & Saturday, May 10-11, 2019
10.00 a.m. to 5.00 p.m.**

Creativity in daily living rarely involves composing grand symphonies or making great scientific breakthroughs. It usually manifests itself in the smallest instances of innovative problem solving.

A creative approach to your life, study and work opens you up to new possibilities and opportunities.

Just as sunlight filters through water droplets to create a glorious rainbow, two divergent thought elements come together to produce an *idea* – one that is fresh and completely different from its source.

This workshop introduces tools that can lower the barriers to creativity and help people to think “out of the box”.

Course Coverage : Change – As a Part of Life, Creativity – Conceptual Foundation, Attributes of a Creative Individual, Myths about Creativity, Ask the Right Questions, etc ...

Duration : Two Days

Age Group : 12-20 years

Faculty : **Mr. Hiren Vakil**
Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.1000/- per participant. Fee includes course fee and **working lunch**.

Overcoming Defeat and Fear for assertive Future

Saturday, May 11, 2019

9.30 a.m. to 1.00 p.m.

Students 11 plus should attend this programme.

It has been said that the two great emotions are love and fear, and that they form the foundation for all others. Fear tends to be the source of most of the difficult feelings we experience. Learning to deal with fear is thus one of the most important life skill a person can learn and develop. This is a unique workshop designed for students to help them, and imbibe the habits in preparing for the assertive future. The Programme would provide useful thoughts and messages. This Programme is dedicated to courage and knowledge, the qualities most need to use fear as constructive tool.

Coverage:

- What are you afraid of..? And the Rules of Venting.
- Wheel of fear.
- Re defining the fear towards Fearless Path.
- Case Study
- Face to Face Exercises
- Q & A

Faculty : Dr. Paresh M Kariya, Ph.D., MBA, BE, SSB, LA-ISO 9000. He is Senior Management Professional with more than 23 years in high-impact senior leadership roles.

Fee : Rs.300/- per participant.

Saturday, May 11, 2019

10.00 a.m. to 12.30 p.m.

Age group: 12 to 18 years

Effective reading creates an effective impact. Some students wink an eye to reading but that is not good. For students it is a must to learn the Science of Reading. It includes voice modulation, pauses and many other aspects. Effective reading helps students for permanent learning. So learn the Science of Reading and stand apart as the best reader.

Faculty : **Mr. Narendra Pandya**, Trainer and Author.

An innovative teacher, Mr. Pandya coordinates and conducts AMA's training programme for Municipal School Students.

Fee : Rs.300/- per participant.

Think good thoughts

Speak good words

Take good actions

*Three steps that will bring more to
you than you can ever imagine.*

56**Where Am I ?****– An activity-based workshop on
Puzzles, Simulations, Games, Films, etc.****Sunday, May 12, 2019****10.00 a.m. to 5.00 p.m.****Age: 12 years and above**

The world has gone through massive changes in the recent times. No aspect of mankind has remained untouched by these changes. Even the education system has also felt the tremors. Focus is shifting from theoretical knowledge to practical realities, rather than students mugging-up the topics. More importance is given to the interpretation of the concepts. Analytical and logical reasoning, spontaneity, receptivity, correlation of the thoughts, application, etc... have gained tremendous weight.

Here is a small effort in this direction. This workshop is absolutely activity-based to reignite young minds. It would not only help you to understand where you stand vis-à-vis your contemporaries, but may become a stepping stone for the competitive courses you may face in the future.

Methodology : No Lectures but only Puzzles, Quizzes, Mathematical Simulations, Brain Teasers, Films, Comprehensions, etc ...

Faculty : **Mr. Hiren Vakil**

Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

57

Manage Time to Manage Everything Else In Life

Monday, May 13, 2019

Time: 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

Most people manage their time poorly. A well-organized individual can accomplish twice as much as an individual who is poorly organized. So, an understanding and utilization of basic time management principles can help individuals better cope with tensions created in the present global environment of gross uncertainty and international competition. If you can manage your time, you will manage everything else.

This workshop will explain main characteristics of time and provide easy-to-use practical tips and techniques to manage personal time and time elsewhere. After all, whatever we do has a direct relationship with our purpose in life.

Faculty : Mr. B.N. Dastoor

Management Educator

Fee : Rs.300/- per participant.

58

Lessons for the Youth From Shrimad Bhagwad Gita

Tuesday, May 14, 2019

Time: 10.00 a.m. to 1.00 p.m.

Age: 12 years and above

Over 500 years back , the very first management Guru, Shri K.V. Yadav (popularly known as Lord Krishna) prepared Standard Operating Procedure for Success, happiness and effectiveness, by providing Do's and Dont's of managing life.

In this unique programme the participants will learn the fundamentals of achieving success with happiness.

Faculty : **Mr. B.N. Dastoor**, an author of 120 books, has written four books on the Gita – two published by the AMA.

Fee : Rs.300/- per participant.

59

**First Aid & Bystander CPR
(For School and College Students)**

Friday, May 17, 2019

9.30 to 1.30 p.m.

4 hours

Age group: 12 years and above.

Contents:

- Introduction to First Aid
- Chemical & Thermal Burns
- Wounds
- Fractures & Splinting
- Cardio Pulmonary Resuscitation (According to American Heart Association Guidelines 2015)

Audio-visuals will be used for increasing the effectiveness of the topic covered

Faculty : Ms. Isha Popat,

Lifeline Foundation, Vadodara

Fee : Rs.800/- per participant. Fee includes course fee and **working lunch.**

*Faculty support Lifeline Foundation,
Vadodara*



Friday & Saturday, May 17-18, 2019

10.00 a.m. to 5.00 p.m.

Age Group: 15 to 20 years

INTRODUCTION: 'Excellence' has become a buzzword these days. Mediocrity has no place in any sphere of life. Either you are good or bad. There is no place in between. You will have to excel in whatever you do to make a mark for yourself. There is no limit to the amount you can improve the quality of your life. A thousand miles journey begins with the first step, and admission of ignorance is often the first step in our education.

This workshop has been carefully designed to acquaint and train participants in improvement of various personal and inter-personal skills/qualities like interactive communication skills, self-discovery and objective analysis to yield better results.

OBJECTIVES

- To enhance personal effectiveness through communication.
- To overcome inhibitions in communicating to people.
- To understand and implement effective interpersonal skills.
- To project your personality better in front of others.
- To be always positive, confident and self-motivated under any circumstances.

CONTENTS (Two-day Programme)

- ***Elements of a Good Personality***
- ***Communication – Conceptual Foundation***
 - Elements of Communication
 - Types of Communication
 - Barriers in Communication
- ***Presentation Skills***
 - Essentials for Presentation Skills
 - Presentation Process
 - Planning the Presentation
 - Organizing the Presentation
 - Developing & Using Visual Aids
 - Preparing for the Presentation
 - Delivering the Presentation

- ***Behavioural Skills***
(The World of Body Language Science)
 - Reasons for Awareness of Non-Verbal Signals
 - Eye Communication
 - Posture & Movement
 - Gestures & Facial Expressions
 - Using Humour
 - The Natural Self
- ***Group Discussion***
 - How to create an impact ?
- ***Reading – A Wholesome Activity***
- ***Believe In Yourself***
 - The Black Spot Syndrome
 - Concept of Change – Change as a Part of Life
 - Some Barriers to Success
 - Qualities that make a Person Successful
 - Steps to remain Self-Motivated
- Programme Sum-up

METHODOLOGY: Discussions, Exercises, Video Films, Case Studies, Presentations, Management Games, Brain Teasers/Simulations, etc.

Faculty : **Mr. Hiren Vakil**
Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.1000/- per participant. Fee includes course fee and **working lunch**.

61

Discover Your Personality

Saturday, May 18, 2019

10.00 a.m. to 11.30 a.m.

For: Students and

Professionals 17 years and above

Medium of Instruction: English

An objective way of assessing your inner strengths/ limitations in a non-judgmental manner.

Objectives:

- People often find difficulty defining what kind of work they want to do or why a given field makes them comfortable or uncomfortable.
- Personality type is a practical tool for investigating what works for you, then looking for and recognizing work that satisfies your preferences.
- Knowing your type may, for example, prove helpful in deciding what specific areas of law, medicine, education, or business a person prefers.

Contents:

- Group counselling of the students will be conducted at AMA on a given date (the date will be intimated at the end of the test).
- A report will be generated based on each participant's type, with career options.

Faculty : **Dr. Nayana Shah** and qualified counselors from MANTHAN, Ahmedabad

Fee : Rs.1300/- per participant including fee towards TEST.

*Faith is trusting in the good
Fear is putting your trust in the bad.*

62**General knowledge Quiz****Saturday, May 18, 2019****11.00 a.m. to 2.00 p.m.****Age Group: 12 years and Above**

Knowledge is one of the most valued treasures today. Opening the doors to plethora of information this course is a fun way to learn, explore, and test one's general knowledge - be it English, science, computers, geography, history, civics or more. It is not just the gusto of answering questions but also to explore and expand the horizons of knowledge. Come and join this wonderful opportunity to engage with different subjects in an interesting way.

Faculty : Ms. Sangitha Vishwanathan**Fee : Rs.300/- per participant..**

Tuesday, May 21, 2019

10.00 a.m. to 5.00 p.m.

Age group: 12 to 20 years

Are the leaders born or they are made ? There has been a constant debate on this issue and people have their explanations on both the sides. Are we born with the qualities and skills to be a leader or they can be developed through our commitment and dedication ?

This workshop would deal with the related issues and would help you to realize enormous potential that we are all born with. It would make you understand that Leadership is not about any Position or Age or Gender or Religion or Community. Anybody can become a genuine leader if he/she is willing to.

Course Coverage : Leadership – Conceptual Foundation, Types of Leaders, Role of a Leader, Myths about Leadership, Qualities of an Effective Leader, Leadership Styles, Selfless Leadership, Principle-centered Leadership, Developing Teams, etc ...

Faculty : Mr. Hiren Vakil

Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

The Three Success Mantras: Attitude, Time and Goals

Tuesday, May 21, 2019

10.00 a.m. to 5.00 p.m.

Age: 13 years and above.

Programme Coverage:

- **Thinking** determines your attitudes!
- **Asking** increase your information to do your karmas well.
- **Doing** gives you the feeling of success and happiness.
- **Improving.** puts you on the road of self-satisfaction.
- **Excelling** if you aim for excellence, you will achieve it!
- **Enjoying.** is the fruit of your good karmas!
- **Prioritising** when you prioritise, you achieve success.
- **Changing** when you change yourself, you change the world around you.
- **Innovating** is seeing things through a new lens.
- **Disciplining** is practicing good habits, slowly.
- **Listening** is putting yourself in other' shoes.
- **Delegating** delegate, don't abdicate.
- **Customerising.** .. happy customers is the goal of every business.
- **Learning** learn from books and people.
- **Forgiving** is a simple way to achieve your goals.
- **Encouraging** is also a simple way to achieve your goals.
- **Giving** give and take and give; it's simple.
- **Succeeding** success needs no explanation, failure has none.

This programme will be an invaluable experience for the youth to interact with an acclaimed trainer and learn several tips for leading a successful life and career.

Faculty : Mr. G. Balachandran

HRD Consultant and Certification

Commissioner for JCI University, U.S.A.

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

65

Developing Non-Verbal Skills – The World of Body Language Science

Wednesday, May 22, 2019

10.00 a.m. to 5.00 p.m.

Age group: 12 to 20 years

Interpersonal Communications are not confined to any single aspect of our lives. We communicate interpersonally every time we interact with others. How effectively we do this ultimately determines how successful we become.

This course will systematically take you through the important behavioural skill areas and help you discuss skills you already have, and also what skills you need to improve. It will give you practical steps in each area to help you become more effective in all of your interpersonal communications. Many of the ideas are common sense. Some are new. Most importantly, they all work.

Course Coverage: Reasons for Awareness of Non-Verbal Signals, Eye Communication, Posture & Movement, Gestures & Facial Expressions, Dress & Appearance, Voice & Vocal Variety, Using Humour, The Natural Self, etc ...

Faculty : **Mr. Hiren Vakil**

Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

66

Creativity - a Way of Life (Out of the Box Thinking)

Wednesday, May 22, 2019

10.00 a.m. to 5.00 p.m.

Age: 13 years and above.

Preamble: The ability to think out of the box is the main characteristic of a successful person today. The ability to think differently will definitely create new avenues for growth in today's world for every youngster.

"To do what everybody else had done for thirty years is not a challenge. To innovate, create, and redesign for tomorrow is what challenge is all about."

Objective: The one day workshop is to equip the participants with the bend of mind for consistent change and continuous improvement. The why and how of creativity will be deliberated so as to enable the participants to draw up action plans through out-of-box thinking. The sessions will enable the participants to start thinking about solutions through right brain activation.

Audience: The course is designed for all youngsters to think out of the box and come out with solutions. They will be able to look at challenges from different angles through thinking creatively and generating ideas.

Content: The sessions deal with: Why, What and How of Creativity, Challenging puzzles and situations, Lateral Thinking and Problem Solving, Out of the Box thinking

Methodology: Fun filled activities, puzzles and exercises to activate the right brain thinking. The session is full of idea generation techniques through team work.

Faculty : Mr. G. Balachandran

HRD Consultant and Certification

Commissioner for JCI University, U.S.A.

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch.**

67

WINNING HABITS

Thursday, May 23, 2019

10.00 a.m. to 1.00 p.m.

Age: 13 years to 22 years

All of us want to be winners. Very few make the winning grade. What are those qualities that make one a winner? The future expects the youngsters to better their best. The world wants winners and getting noticed in this world is the name of the game.

The Winning formula will be presented through activities and discussions. The topics include Winners' Challenge, Personality factors, Ten Habits for Acceptance, Stepping Ahead, Communicating to win and Stepping Ahead.

The program will throw up the ways to win and sustain winning.

Faculty : Mr. G. Balachandran

HRD Consultant and Certification

Commissioner for JCI University, U.S.A.

Fee : Rs.300/- per participant.

68

How to Debate?

Saturday, May 25, 2019

11.00 a.m. to 2.00 p.m.

Age Group: 12 years and Above

The current world presents numerous platforms to voice an individual's ideas, opinions, and perceptions with regard to a particular topic. When such occasions occur, it is one of the most significant talents to put forth an argument or thought in a convincing and reasonable way. This session intends to better an individual's approach to argue effectively and respectably. It explores the nuances of body language, art of argument along with analysis of the context pertaining to a particular topic. All those interested to practice, polish their debating skills and develop their confidence can join this course.

Note: Basic elementary knowledge of English language is required

Course: Strategies to argue, body language, analyzing the language and speech and content

Faculty : Ms. Sangitha Vishwanathan

Fee : Rs.300/- per participant..

69

CREATIVITY – Looking Beyond The Limits (An activity-based workshop)

**Saturday & Sunday, May 25-26, 2019
10.00 a.m. to 5.00 p.m.**

Creativity in daily living rarely involves composing grand symphonies or making great scientific breakthroughs. It usually manifests itself in the smallest instances of innovative problem solving.

A creative approach to your life, study and work opens you up to new possibilities and opportunities.

Just as sunlight filters through water droplets to create a glorious rainbow, two divergent thought elements come together to produce an *idea* – one that is fresh and completely different from its source.

This workshop introduces tools that can lower the barriers to creativity and help people to think “out of the box”.

Course Coverage : Change – As a Part of Life, Creativity – Conceptual Foundation, Attributes of a Creative Individual, Myths about Creativity, Ask the Right Questions, etc ...

Duration : Two Days

Age Group : 12-20 years

Faculty : **Mr. Hiren Vakil**
Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.1000/- per participant. Fee includes course fee and **working lunch**.

70**Where Am I ?****– An activity-based workshop on
Puzzles, Simulations, Games, Films, etc.****Monday, May 27, 2019****10.00 a.m. to 5.00 p.m.****Age: 12 years and above**

The world has gone through massive changes in the recent times. No aspect of mankind has remained untouched by these changes. Even the education system has also felt the tremors. Focus is shifting from theoretical knowledge to practical realities, rather than students mugging-up the topics. More importance is given to the interpretation of the concepts. Analytical and logical reasoning, spontaneity, receptivity, correlation of the thoughts, application, etc... have gained tremendous weight.

Here is a small effort in this direction. This workshop is absolutely activity-based to reignite young minds. It would not only help you to understand where you stand vis-à-vis your contemporaries, but may become a stepping stone for the competitive courses you may face in the future.

Methodology : No Lectures but only Puzzles, Quizzes, Mathematical Simulations, Brain Teasers, Films, Comprehensions, etc ...

Faculty : **Mr. Hiren Vakil**

Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.600/- per participant. Fee includes course fee and **working lunch**.

**Friday & Saturday, May 31 & June 1, 2019
10.00 a.m. to 5.00 p.m.**

INTRODUCTION:

There is no limit to the amount you can improve the quality of your life. A thousand miles journey begins with the first step, and admission of ignorance is often the first step in our education.

This workshop has been carefully designed to acquaint and train participants in improvement of various personal and inter-personal skills/qualities like interactive communication skills, self-discovery and objective analysis to yield better decisions.

OBJECTIVES

- To enhance personal effectiveness through communication.
- To overcome inhibitions in communicating with people.
- To understand and implement effective interpersonal skills.
- To project your personality better in front of others.
- To be always positive, confident and self-motivated under any circumstances.

CONTENTS (Two-day Programme)

- ***Elements of a Good Personality***
- ***Communication – Conceptual Foundation***
 - Why Does Communication Matter ?
 - Types of Communication
 - Barriers in Communication
- ***Presentation Skills***
 - Planning the Presentation
 - Organizing the Presentation
 - Preparing for the Presentation
 - Delivering the Presentation

- **Behavioural Skills**
(The World of Body Language Science)
 - Reasons for Awareness of Non-Verbal Signals
 - Eye Communication
 - Posture & Movement
 - Gestures & Facial Expressions
- **Building Self-Esteem**
 - Attitude - Your Most Priceless Possession
 - How do you recognize people with a Positive Attitude ?
 - Cost of a Negative Attitude
 - Factors that Determine Our Attitude
 - Never Say “No” Attitude
 - Steps to Building a Positive Attitude
- Programme Sum-up

METHODOLOGY: Discussions, Exercises, Video Films, Case Studies, Presentations, Management Games, Brain Teasers/Simulations, etc.

AGE GROUP : 15 years & above

Faculty : **Mr. Hiren Vakil**
Corporate Trainer &
Management Consultant, Mumbai

Fee : Rs.1000/- per participant. Fee includes course fee and **working lunch**.



SUMMER WORKSHOPS 2019

REGISTRATION FORM

Please fill in and return this form along with participation fee to:

Ahmedabad Management Association

ATIRA Campus, Dr. Vikram Sarabhai Marg, Ahmedabad 380 015

Phone : 079-26308601 to 5 • **Mobile**: 9537407187, 7069940917, 7203030990

E-mail: ama@amaindia.org • **Website**: www.amaindia.org

Android Mobile Application: AMA-Ahmedabad amaIndia.org

Cheque should be drawn in favour of "Ahmedabad Management Association".

Programme Names Prog. Nos.

1

2

3.

4.

5.

Name

Age:

Education: (Std./College)

Address (Resi):

Telephone(s):

Mobile:

Fax:

E-mail:

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Date:

Signature

**PLEASE USE THE PHOTOCOPY OF THIS FORM
FOR ATTENDING MULTIPLE WORKSHOPS**