



Programme on

Seven Habits of Highly Effective Managers

Monday, August 28, 2017 - 9.30 a.m. to 5.00 p.m.

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

“We are what we repeatedly do. Excellence, therefore, is not an act but a habit” – Aristotle

Preamble : Developing effective managerial skills in tune with the times, is the urgent need of business organizations everywhere. Only an effective manager will be able to produce the desired result without wasting time or resources and take the company forward. The defining characteristic of effective managers is the capability to motivate their staff, delegate work, evaluate, resolve conflict and produce excellent results. They will maintain a positive and harmonious working environment with the full engagement of a committed team of colleagues. This will result in higher profits and progress for the company.

Take your management skills to the next level, reinvent yourself, unleash your potential for peak performance and watch your team and company reap the rewards.

Participants : Senior and middle level Managers, who wish to improve their managerial skills, consistent with contemporary trends.

Content : The topics of deliberation are:

- Manager in the new Millennium
- Habits of Effectiveness
- Dynamic Leadership
- Effective communication
- Managing Change

“Effective people are not problem-minded, they are opportunity-minded. They think preventively. They focus on the important.” – Peter Drucker

The workshop will be interactive and participatory and consists of lectures, ppt presentations, training games, group activities & discussions.

Faculty : **Prof. Thomas Oommen, M.A. (English), M.A. (Politics), M.A. (History)**
HRD Consultant & Trainer. He had been a University teacher for 28 years in India and Libya.

Fee : Rs. 1600/- per participant inclusive of Service Tax. Concession for Member 10%, Patron Member 20%. Fee includes course fee, cost of reading material, lunch & refreshments. The cheque may please be drawn in the name of ‘Ahmedabad Management Association.’

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REGISTRATION FORM:

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

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

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Name(s)	Designation
1.	
2.	
Organization:	
Address:	
	Pin Code:
Telephone(s):	Mobile:
E-mail:	