



HOLISTIQUE SOLUTIONS

CONSULTING, COUNSELING, COACHING

Personality Development program focuses on empowering the people by redefining themselves, cultivating skills, passions & interests to influence and transform their lives.

Personality Development Course Contents

1. POWERFUL FIRST IMPRESSIONS

- Impact of my body language and expression of my words while I speak in public.
- Develop an understanding of what and how much to talk in my introductions with various sets of people and situations.

2. SMALL TALK AND CONVERSATIONAL SKILLS

- Importance of Small talk and its role in building rapport in relationships.
- Being able to speak effortlessly for at least 5 minutes on varied topics one-on-one and also in front of small groups of audience with different levels of experience and expertise.

3. PERSONAL GROOMING AND DRESSING

- Learning how to create lasting impressions through power dressing.
- Understand importance of personal hygiene in personal & professional life.

4. BODY LANGUAGE

- Complete assessment of my Body Language; how it helps and aids my first impression.
- Become aware of means and ways to greet others with a perfect handshake.
- Read others' Body language and analyse how it influences relationships with one another.

5. COMMUNICATION

- Make your communication effective to create an impact in today's world.
- Enhance your verbal and non-verbal skills for lasting effect.
- Learn to say 'NO' and get your work done with tactful communication.

6. SOCIAL and PROFESSIONAL ETIQUETTE

- Being aware of one's values, mannerisms and responses & how others perceive them.
- Understand importance of values, traits, and social behaviours in personal and professional life.
- Improvising your etiquette on virtual, digital and telephonic situations.

7. ART OF PUBLIC SPEAKING

- Learn how to build and share expressive content during start and end of presentation.
- Speech Practice sessions for building your confidence.
- Build awareness on your Body language and use it to your advantage.

8. TIME & STRESS MANAGEMENT

- Build awareness on your daily time table and where your time gets wasted.
- Easy and effective ways to manage your schedule.

Who should attend?

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| • Entrepreneurs | • Trainers |
| • Supervisors | • Corporate Executives |
| • Teachers | • Professionals |

Course Duration: Approx. 40-45 hours.