



Programme on **Seven Habits of Highly Effective Managers**

Thursday, January 19, 2017 – 9.30 a.m. to 5.00 p.m.

Venue: Torrent-AMA Management Centre, Core-AMA Management House,
AMA Complex, Dr. Vikram Sarabhai Marg, 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.

Enhance your skills in management, 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:

- Basics of personal Effectiveness
- Understanding and Managing Change
- Dynamic Leadership
- Effective communication
- Teambuilding and Collaboration
- How to be organised

*“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.1500/- per participant. Concession for Members 10%, Patron Members 20%. Fee includes course fee, cost of reading material, lunch & refreshment. The cheque may please be drawn in the name of ‘Ahmedabad Management Association’.

Registration:

Please send your registration along with participation fee to:

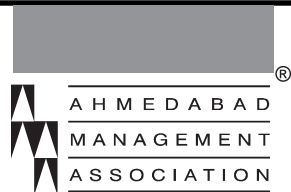
Ahmedabad Management Association

AMA Complex, Dr. Vikram Sarabhai Marg, Vastrapur,
Ahmedabad 380 015

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Please fill-in and return this form along with participation fee to:
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ATIRA Campus, Dr. Vikram Sarabhai Marg, Ahmedabad 380 015.
Phone: 079-26308601-6 • **Mobile:** 9537407187
Fax: 079-26305692 • **E-mail:** ama@amaindia.org
Website: www.amaindia.org
Mobile App: AMA-Ahmedabad amaIndia.org

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

Name(s)	Designation:
1. _____	_____
2. _____	_____
Organization:	_____
Address:	_____
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	Pin Code: _____
Telephone(s): _____	Mobile: _____
Fax: _____	_____
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