

**FACILITATOR : AIR COMMDOR T.T.JOB
(RETD), AVSM, VSM**

Air Commodore T.T.Job is from second batch of REC Calicut. While at college, he was Editor of college magazine & represented college in Hockey, Athletics & Debating. He started the aeromodelling club. In all the years in college, he topped Engineering drawing & Workshop technology. In his final year, he received College social service shield as well as REC Award for the best all round student. HE is a highly decorated officer who has had an illustrious career in Indian Air Force and Defence Research and Development Organisation. He has many years of association with HAL.

He has conducted 540 soft skill training workshops for corporate managers in Outward Bound Experiential Learning, Neuro Linguistic Programming (NLP) and Creativity. He has conducted NLP workshops for many management colleges.

Before taking up the current assignment, he was Chief Engineer of Botswana Air Force in Africa & CEO of an aircraft overhaul factory. He was also Asst. Director, Personnel at Air Headquarters. He has traveled widely. He is BE (Mechanical), PG in Aeronautical Engineering and Management, Certified Executive Coach, Certified Transactional Analysis Practitioner, Certified NLP Practitioner, Certified Appreciative Inquiry Practitioner & ISO 9002 Internal Auditor.

He has received two awards from President of India for Project Management & Vendor Development.

CONTACT ADDRESS: COORDINATOR
"SHORT-TERM TRAINING
PROGRAMME ON MIND DYNAMICS &
PERSONAL EXCELLENCE"
School of Management Studies
National Institute of Technology Calicut
Calicut, N.I.T. Campus P.O., Pin. 673601.
Kerala. Phone: 0495- 2286076,
Fax:0495 2287250
Email: shafi@nitc.ac.in

ELIGIBILITY

This is an exclusively customized programme for management students of NIT Calicut. However some seats are reserved for the the external participants n interdisciplinary programme.

REGISTRATION FEE

Students from NITC : Nil
Other Participants : Rs. 1000/-
Registration fee includes workshop kit, Refreshments, and working lunch. The registration fee should be paid on spot.

CERTIFICATION

Certificate of participation will be awarded to all participants who have successfully completed the training programme jointly signed by signatories of AXEL INDIA and NIT Calicut

REGISTRATION

Interested participants may intimate their name, designation, affiliation, contact details to shati@nitc.ac.in through email at the earliest. Selection will be fist come first serve basis.

PROGRAMME SCHEDULE

21 Mar 2014

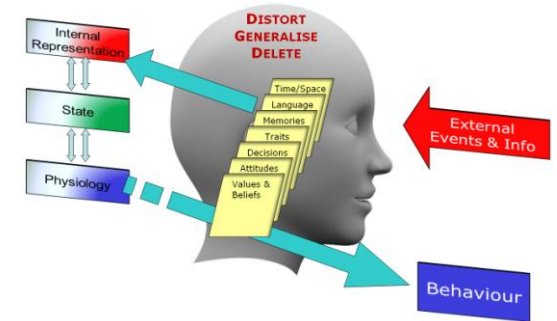
0830h: REGISTRATION
0900h: INAUGURATION

0930h: SESSION – I
1100h: TEA
1230: LUNCH
1330: SESSION – II
1500h: TEA

22 Mar 2014

0930h: SESSION – III
1100h: TEA
1230: LUNCH
1330: SESSION – IV
1500h: TEA
1700: VALIDICTORY

**SHORT-TERM TRAINING PROGRAMME
ON MIND DYNAMICS
&
PERSONAL EXCELLENCE**



WORKSHOP USING NLP, TA & AI

21-22 Mar 2014

Coordinator

Dr. K. Muhammad Shafi



Organised by

SCHOOL OF MANAGEMENT STUDIES
NATIONAL INSTITUTE OF TECHNOLOGY
CALICUT
NIT Campus P.O., CALICUT - 673601. Kerala,
India

INTRODUCTION: We sometimes wonder why people behave the way they do. We also sometimes wonder at our own actions and reactions. All these are related to the way our brain works. NLP is the user manual for the brain. It helps to understand how our brain and the brain of others work. Our brain is very similar to a computer. Just as it is possible to reprogram a computer, it is also possible to reprogram our mind. NLP is useful in reprogramming the brain. NLP has many tools which are extensively used by corporate managers the world over. India has also begun to follow suit. Ego states are covered using Transactional Analysis. Appreciative Inquiry for self development is also covered.

PROGRAMME PROFILE: The program consists of theory (30%), instruments (20%) & the balance of 50% constitutes exercises & management games.

METHODOLOGY: The methodology is a combination of Neuro Linguistic programming (NLP), Transactional Analysis (TA), Appreciative Inquiry & Experiential Learning methods like exercises, role plays, instruments, interactive discussions, mental gymnastics, indoor & outdoor teambuilding / creativity games.

OBJECTIVE. The objective is to install the learning into the subconscious mind of the delegate using experiential methods. Thus, the learning is never forgotten & will come to the aid of the delegate at the required time.

TARGET GROUP. This workshop is useful for managers, executives, engineers, scientists, professionals, social organizations, students & teaching staff.

DURATION. Two days

TAKE AWAY. Participants will be able to understand and learn from their behavioral patterns, become better team players, get rid of their fears and phobias, become more sensitive to team requirements and will be able to increase their self confidence and creativity.

CONTENT

COMMUNICATION MODEL: This model enables us to realize how we understand things,

i.e. form an opinion or impression of the external world from other people's communication. It also enables us to realize what we understand is not the real world but is modified by our beliefs, past experiences etc. Since our behavior is based on what we perceive and not reality, we can learn to respect the behavior of the others as they were also behaving based on what they perceived and not reality. NLP helps to identify the sense used by the receiver so that we can switch to that and make ourselves better understood. **(Exercises include preferred mode instrument, zone of comfort exercise, listening exercise, simulated telephone exercise, perception exercise, assimilation exercise, believe not what you see, conscious decision making exercise)**

EYE ACCESSING CUES: This enables us to notice responses in the listener to make it easier for us to understand how the listener is processing information and to change our communication to make them understand better. **(Drop the card exercise)**

RAPPORT SKILLS: We can achieve perfect rapport with the listener by using NLP tools for building Rapport. This is very useful during meetings. **(Role plays on rapport)**

MOTIVATION: Meta-programs deal with the way one is motivated. By understanding what motivates an employee, he can be placed in the right department. **(Self awareness instrument, motivation instrument, anchoring, circle of excellence)**

FACING CRITICISM: Effect of criticism is a major millstone on one's neck, which retards action. Effective methods to face criticism are covered. **(Facing criticism exercise)**

TEAM BUILDING & LEADERSHIP: There are many team building games covering team roles and leadership. **(Transportation game, Factory gate, Win-Win game)**

APPRECIATIVE INQUIRY: The principles of Appreciative Inquiry is explained **(Case**

Study) EGO STATES: This is explained using Transactional Analysis.

CREATIVITY: Theory & practical aspects of Lateral thinking are covered. **(Creativity exercises, creative decision making exercises)**

PROJECT MANAGEMENT: Often we venture into things without having any idea of the final result of our venture. The well-formed outcome is a series of steps that gives us an idea of our outcome and can be used effectively in Project Management. The Cartesian logic and logical levels give it a quantum leap in flexibility. **(End in mind PM exercise)**

CONFIDENCE: It is achieved through emphasis of power of mind over body **(Helium rod Pressure on hand exercises)**

PERSUASION: The art or psychology of persuasion gives one the edge that makes the difference. **(Persuasion role play)**

IMPROVED MIND POWER: This is demonstrated through **Mind Maps** and the **effect of music (baroque)** in work and study.

STRESS MANAGEMENT: This includes a number of practical exercises for stress management. Self Hypnosis helps to super charge the brain so that it can be at peak efficiency all the time. **(Self hypnosis exercise, Brain gymnastics)**

PHOBIA CURES: Simple methods to get rid of phobias are demonstrated. **(Snake in the room exercise, balloon method, shattering glass method, minimization method)**

TIME MANAGEMENT: A new look at time management is taken by exploring time line. **(Plotting individual time line exercise, tower building exercise)**

ATTITUDE: Skill & knowledge take a long time to acquire, but attitude can be changed in a relatively short time. A number of tools are provided to change attitude. **(Attitude test)**

EFFORT REQUIRED. The effort required is minimal. There is no need to cater for additional time in the schedule of the day. Most applications take only a minute or two and can be applied / practiced while at work, while at home, while traveling or while waiting.