

Kingshuk Bhadury Training Consultancy
Specialist in Behavioral & Soft Skills Training

accentuating performance...



My First Corporate Step

***C-302, Simran Corner, Near Govind Garden Restaurant,
Pimple Saudagar, Aundh Annexe, Pune-411027***
Mobile: 9923017290 Email: bhadury.kingshuk@gmail.com
Website : www.kingshukbhadury.com



30 Hours Workshop On
“My First Corporate Step”

“In business and workplace, efficiency has to be transformed to effectivity and the catalyst is one’s self confidence”

The need for campus to corporate originates from the dynamic environment that we operate in, though our education system prepares us thoroughly & intellectually, the work challenges require various business skills that are not part of curriculum in many institutions today. Campus to Corporate builds the confidence in the youngsters to face his/her first interview, first customer, interact with the boss and their colleagues, make a crisp presentation and develop habits that would make him/her proactive & assertive.

A specially designed programme for management and engineering graduates, new joiners in your organization, to help them make a smooth transition from the college campus to the corporate office. The programme seeks to make the participants introspect, hone up their corporate skills, enjoy the fun-filled activities and gain knowledge & self confidence.

This workshop will help you in,

- **Honing Corporate Skills**
- **Understanding the essence of inter personal relationship**
- **Fine tuning personal grooming**
- **Overcoming performance anxiety**
- **Being assertive in your communication**
- **Confidently handling Interviews & Group Discussions**
- **Customer Handling & Presentation Skills**
- **Time Management & Stress Handling**

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Workshop Contents:

First Impressions	Personal Grooming
Corporate Communication Phrases	Active Listening
Telephone Handling	Assertiveness
Email Etiquettes	Corporate & business etiquettes
Interpersonal skills	Self Goal Management
Handling Interviews	Group Discussions
Overcoming Performance anxiety	Time Management
Dealing with Customers	Stress Management

Workshop Methodology

The 30 hours workshop has been designed such that you have a complete learning experience with thorough industry relevance. The following methodologies will ensure this...

- *Slide Presentation*
- *Management Games*
- *Discussions*
- *Group Exercises*
- *Role Plays, Simulations, Case Studies*
- *Video Based Discussions & Exercises*



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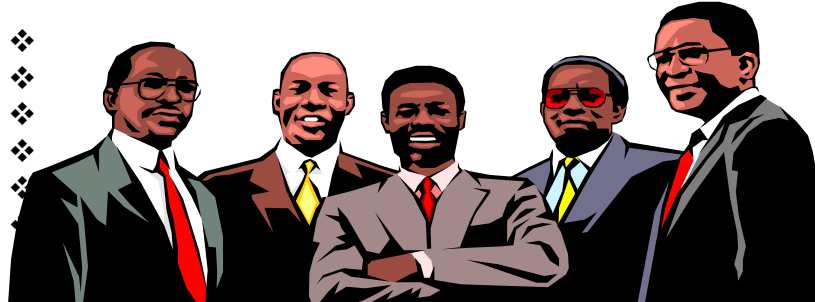
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OTHER KEY WORKSHOPS:



- ❖ **Customer Delight- “Delivering Customer Service Excellence”**
- ❖ **Art of Effective Selling**
- ❖ **Mastering Win- Win Negotiating Skills**
- ❖ **Interpersonal Communication**
- ❖ **Leadership & Team Building**
- ❖ **Presentation Skills**
- ❖ **Campus to Corporate (30 hours induction for new entrants)**
- ❖ **Conflict Management**
- ❖ **Time Management**
- ❖ **Train the Trainer**

For further details on each Workshop refer to www.kingshukbhadury.com

METHODOLOGIES:

PowerPoint Presentations, Role plays, Exercises, Video Clippings, Interactive Sessions, Group Discussions, Management Games & Exercises

Other than the programmes mentioned above, workshops are primarily customized as per requirement. For any further details on each of the workshops, feel free to get in touch.

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