

Pre-Conference Training Workshop
On
Human Relations Skills for Personal and Professional Success
Organised by
Indian Association of Industrial and Organisational Psychology
at the Department of Psychology, University of Rajasthan,
Jaipur, Rajasthan, India
(January 29, 2018)

Objectives of the Course

Developing effective human relation skills is crucial to establishing and maintaining productive personal and professional relationships. Good communication and attention from managers typically lead to increased levels of productivity and job satisfaction. Human relations skills make working in groups and teams possible. Increased opportunities for understanding among diverse groups are one of the benefits of a business environment that fosters open and sincere communication. Establishing an attitude of respect toward employees as human beings may result in more positive working conditions and loyalty towards the company. Individuals are more likely to produce quality results when they are treated with respect and are made to feel as though they are being recognized for making a positive contribution to the company's success.

Good communication and interpersonal skills promote feelings of goodwill between individuals and companies. It creates a perception of the individual as either being a superior, adequate or a poor performer. Achieving success in a position and opening up opportunities for future advancement is directly linked to making a good impression.

This course is designed to make the participant aware about the different domains of human relations which help in our personal and professional success. The workshop offers some vital lessons with the help of practical exercises, games, videos, case studies and interactive sessions to master the small but very important elements of human relations.

Course Content

1. Understanding and managing yourself:
 - Human relations
 - Work and personal life
 - Self confidence
 - Happiness
 - Problem solving and creativity
2. Dealing Effectively with People
 - Communication in the workplace
 - Dealing effectively with people
 - Managing conflict
 - Effective leadership
 - Working in teams
3. Maintaining Career Thrust
 - Getting ahead in your career
 - Perception
 - Learning strategies
 - Life span changes
 - Developing good work habits

Resource Persons:

Dr. Sandeep Kumar, Associate Professor, BHU, Varanasi

Dr. Tanushree Dutta, Assistant Professor, IIM, Ranchi

Dr. Nilesh Thakre, Associate Professor, SNDT Women's University, Mumbai

Pedagogy: Lecture through audio-visual presentation, videos, interactive exercises, Group discussions, games, case studies, and with interactive-brain storming sessions

Eligibility: Graduation /Post Graduation

No. of Participants: 50 (First-Cum-First Serve Basis)

Course Fees

Academic Faculty: Rs. 1,500, Research Scholar: 1000; PG Students: 500/-

NGO Executives/ Private Practitioners: Rs.2, 000/-

Industry Participants: Rs. 5,000/-

Foreign Participants: Rs.10, 000/-

Course fees include course materials, tea & snacks and working lunch.

How to Apply

Interested participants should download the form from congress website and submit the completed application form in a prescribed format to the Organizing Secretary of the Congress.

Certificate

Each of the participants will receive a certificate from the Organizing Secretary of the Congress.

About the Course Coordinators

Dr Sandeep Kumar is currently Associate Professor in the Department of Psychology, BHU, Varanasi and a well-known Trainer and Coach in the field of OB & HR. He is having more than 14 years of experience in Training, Teaching and Research. He is a member of several professional bodies and Associations such as APA, APS, IAAP, NAOP, IAAP-India, IAHP and AASP, etc. His area of specialization is Industrial and Organizational Psychology. He has organized symposia and workshops at various national and international platforms. Dr. Kumar is actively involved in training of executives working in public and private organizations.

Dr. Tanusree Dutta is currently Assistant Professor at IIM, Ranchi. She has He is having more than 14 years of experience in Training, Teaching and Research. She is member of various professional bodies such as NAOP, IAAP, ISC, ISTE, etc. Dr. Dutta is associated with various organizations for professional development of executives.

Dr. Nilesh Thakre is currently Associate Professor of Psychology at SNDT Women's University, Mumbai. His specializations are OB, HRM and I/O Psychology. He is member of various professional bodies at national and international level. Dr. Thakre is actively involved in training of executives working in public and private organizations.

Application Form
One Day Pre-Conference Workshop
On
Human Relations Skills for Personal and Professional Success
(January 29, 2018)
Organized by IAIOP at Department of Psychology, University of Rajasthan,
Jaipur, India

1. Name:
2. Age:
3. Sex:
4. Experience:
5. Designation:
6. Name of the Institution /Organization:
7. Address for communication:
8. Highest academic qualification:
9. Phone No:
10. Fax No.:
11. Email:
12. Draft Details: Amount: _____, Bank Transaction/DD No. _____,
Date of Transfer/Issue: _____, Issuing Bank: _____

Date:

Signature of Applicant

Payments can be made through demand draft/ RTGS/ NEFT/ NET BANKING/ DEBIT CARD/ CREDIT CARD/ WIRE TRANSFER (for foreign remittance) in favour of **PSYIC-2017**, payable at Jaipur. Bank: **UCO Bank** Branch: **University of Rajasthan** City: **JAIPUR** Account No.: **20270110045886** IFSC: **UCBA0002027** MICR: **302028019**

Please mail the details to
Dr. Vishva Chaudhay,
Organizing Secretary, 1st ICIOP, 2018,
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