

Be developed, polished and refined!
Exude positivity, liveliness and finesse!

OUTLINE

1. Discovering Yourself

- Johari's Window (Self-image / Image of others)
- Opening up yourself for discovery
- to know examples of illusions
- acknowledge perception, its filters and effect, its dangers and distortions

2. Perception

- to know examples of illusions
- acknowledge perception, its filters and effect, its dangers and distortions.

3. First Impression

- Learn how to know another person within minutes and to decide on course of relationship
- Understand the factors of first impressions and will be able to counteract problems of the "incorrect" first impressions

4. Pillars of self-confidence

- Learn the factor that builds self-confidence
- Be able to assess oneself, and develop self-confidence

5. Appearance and manner

- Appropriate manners in business life
- Right behaviour in business life
- How to be considerate to the other people
- How to communicate with impact on others

Date:
 Time: **9.00am – 5.00pm**
 Venue: **Petaling Jaya**



COURSE FEE

RM600 + 6% GST per person

(MIHRM Member)

RM700 + 6% GST per person (Others)

FACILITATOR

an experienced hr consultant / practitioner with various industries background.

CANCELLATIONS & TRANSFER

if you are unable to attend, a substitute delegate is welcome to attend in your place at no additional charge. a full refund, less 10% administrative charges, will be given if cancellation is received in writing at least 7 days prior to the program. no refund can be made for cancellation received less than 7 days prior to the program.

FOR WHOM

This program is for any person who desires to build up his confidence and personality to be able to influence outcome of his relationship with others, whether in personal or business life

REGISTRATION FORM

Please register me for .

Date of Training:

Membership No.

Name

Company

Designation

Address



MIHRM is a class A training provider (serial number: 3215)

Email Address

Tel No. (office)

(fax)

(mobile) Contact Person

Enclosed cheque No./bank draft _for RM ___being payment for_ participant(s).

(Payment made payable to "Malaysian Institute Of Human Resource Management CIMB Account : 800 2324 212")