

Positive Thinking For Professionals

HS-107

Duration: 2 days; Instructor-led

Time: 9:00 AM – 5:00 PM

ABOUT THIS COURSE

A good Positive Mindset coupled with good Stress Management in your everyday life is essential for maintaining your happiness and general wellness. It can improve your performance, thinking, immune function, and productivity.

A positive mind and a positive work environment are essential for the growth of our community. Our overall health can also be improved by creating a positive environment. As a leader within a family or a company, you have the responsibility to develop and maintain a positive work environment at all times. Every one of us has a responsibility to create and maintain a positive life and a positive surrounding.

In a Corporate environment, leaders can choose to focus on behaviours that matter, adopting the appropriate behaviour that adds value to their organisation. A positive thinking team and environment is a huge bonus.

This (2) days course will help you develop your Positive Attitude by focusing on five core competencies - gratitude, self-awareness, self-regulation, self-motivation, and social skills. By the end of this program, you will better understand why and how to use Positive thinking in your daily lives.

AUDIENCE

This programme is designed specifically for:

- All Levels and Job Roles

METHODOLOGY

The course is an Interactive and enjoyable course that will involve:

- Brain-friendly/Interactive Lectures
- Demonstration
- Games and Simulations
- Video/Audio Presentations
- Practical Exercises
- Interactive and Engaging Learning
- Group Discussions
- Experiential Learning

OBJECTIVES

- Understand the power of positivity
- Goal Setting
- Learn the art of Gratitude
- Define and practise self-management, self-awareness, self-regulation, self-motivation
- Understand and manage your emotions
- Articulate your emotions using the correct language
- Balance optimism and pessimism
- Effectively impact others

- Recognise what a positive workplace looks like
- Discover your personality and the type of team player you are and how that relates to your functioning in the team
- Discover your strengths and weaknesses in managing day to day stress
- How to deal with workplace conflict

COURSE CONTENTS

Module 1: Ice-Breaking and Context Setting

Module 2: Goal Setting Evaluation Questionnaire

- Setting the pace for the course
- Analysing goals and aligning them to one's values

Module 3: Past Year Review

- To be grateful of everything in our lives
- To be able to identify the memories that needs to be let go

Module 4: Current Year planning

- Detailed Categories
- Detailed achievement targets

Module 5: Positive Self-Understanding

- Understanding the Importance of Goal Setting
- Choosing a Mentor

Module 6: Procrastination

- What is procrastination?
- What causes procrastination?
- How can you avoid procrastination?
- How can you take advantage of techniques such as The 10 Minutes Rule or Head Start to avoid procrastination?

Module 7: Vision Board

- Creating Your Personal Vision Statement
- A Closer Look
- Where our Values Live

Module 8: Bucket List Principal

- The Bucket Principle
- Getting Down to Business
- Identifying Goals
- Goals with SPIRIT
- My Dreams and Goals

Module 9: The Power of Visualisation

- Visualisation Techniques
- Support Systems
- Action Planning and Follow- Through Motivators

Module 10: Emotional Intelligence Defined

- Definitions and Thoughts
- Making Connection
- Daniel Goleman's Emotional Intelligence Model

Module 11: Understanding Emotions

- The Seven Human Emotions
- Positives and Negatives
- The Emotional Map

Module 12: Optimism

- What is Optimism?
- ABC's of Optimism
- Pessimism vs. Optimism Adversities

Module 13: Self-Awareness

- Understanding Self-Awareness
- Know Your Story
- Make peace with Your Past
- Understand and Recognise Your Emotions & Behaviour Patterns

Module 14: Self-Management

- Understanding Self- Management
- Improving Self-Management through Reflection
- Learn techniques for soothing and motivating yourself

Module 15: Social Awareness

- Empathy, Organisational and Service Awareness
- Understand non-verbal Social Signals
- Develop a Positive View of Others
- Understand Personal Integrity

Module 16: Relationship Management

- Identifying Relationship Skills
- Develop Skills for Reflective Listening and Empathy
- Learn Skills for Healthy Assertiveness
- Develop Skills for Support and Affirmation by Others

Module 17: Creating a Desired State

- Basic Anchoring Techniques
- Collapsing Anchors
- Chaining Anchors
- Making Connections

Module 18: Leading and Positive Emotions

- Leadership and Emotional Intelligence
- Emotional Agility
- Cultivating EI in Organisations
- Reflection

Module 19: Managing Difficult Situations

- In Personal Life
- At Work
- Quieting the Mind
- Seeking Support
- Art of Forgiveness

Module 20: Personal Action Plan