

**Online Training Programme on
Emotional Intelligence for Building Resilience
during Turbulent Times
(September 14 – 18, 2020)
(Duration: 18 hours)**

INTRODUCTION

Emotional intelligence is an important competence for building resilience during crisis. Covid-19 has posed a huge challenge for organizations and their workforce. It has increased fear and uncertainty, which eventually would lead to tremendous stress and burnout. To restore psychological wellbeing and foster better coping, it is necessary to train employees on emotional intelligence. There is mounting empirical evidence suggesting a nexus between emotional intelligence and mental health. People high on emotional intelligence demonstrate greater levels of self-awareness. They also show better coping, which is necessary for staying resilient during crisis.

The online programme on 'Emotional Intelligence for Building Resilience During Turbulent Times' is aimed at helping employees learn skills and develop strategies that would lead to improved performance and psychological wellbeing.

OBJECTIVES

- Understand emotional intelligence and its relevance during crisis
- Learn strategies to build resilience and better coping

PROGRAMME CONTENT

- What is emotional intelligence?
- Managing Dysfunctional Emotions
- Staying Motivated at Work
- Strengthening Relationships
- Using Positive Influence
- Stress Management

METHODOLOGY

- Live Online Sessions
- Self-Reflection Activities
- Behavior Worksheets
- Mini Cases
- Quizzes

PROGRAMME DURATION

The programme is scheduled from September 14 to 18, 2020. The duration of the programme would be for 18 hours spread over five days.

PARTICIPANT PROFILE

The programme is meant for middle and senior level executives across different functions working in various organisations.

Organisational sponsorship is essential

PROGRAMME FEE

The programme Fee is Rs. 20,000/- plus GST as applicable (presently 18%) per participant.

(The fee is inclusive of all reading material, PowerPoint presentations and hands-on exercises which will be conducted during the course. Besides, ASCI will offer a life-time membership card on completion of the course through which they can have access to the library at Hyderabad.)

Note: The fee must be credited into our Bank account on or before September 7, 2020. Kindly forward us the details of Bank/Wire transfer of fee payment to poffice@asci.org.in for confirmation.

Bank details are given below:

For Indian Participants :

Bank Account Number	62090698675
Beneficiary Name	Administrative Staff College of India
IFSC Code	SBIN0020063
Bank Name	State Bank of India
Branch Address	Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

For Foreign Participants:

Bank Account Number	62090698960
Beneficiary Name	Administrative Staff College of India

Swift Code SBININBB327
Bank Name State Bank of India
Branch Address Bellavista Branch, Rajbhavan Road, Somajiguda,
Hyderabad - 500 082.
Nostro Account (Optional) 6550992180

Last Date for Nomination

Please use the prescribed/attached form. **Last date for receiving nomination form is September 7, 2020.** Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

ASCI Alumni Association

Participants of the College programmes will automatically become members of the ASCI alumni association.

Certificate of Participation

The College issues a Certificate of Participation on conclusion of the programme.

PROGRAM DIRECTOR

Dr. P. Subhashini is an Associate Professor in Centre for Human Resource Development at ASCI. She has done her Ph.D. in Psychology from Osmania University. Her research was in the area of 'Emotional Intelligence'. Prior to joining ASCI, she worked at the Centre for Organization Development and ICFAI College of Education.

Dr. Subhashini has been involved in conceptualizing and designing training programs for various clients, conducting research projects and providing consultancy. She has presented papers in national and international conferences.

Her areas of interests are Emotional Intelligence, Problem Solving and Decision Making, Positive Psychology, Character Strengths and Virtues, Managerial Effectiveness and Psychological Wellbeing.



ADMINISTRATIVE STAFF COLLEGE OF INDIA
Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India

Nomination Form

Online Training Programme on Emotional Intelligence (September 14 – 18, 2020)

Nominee's Contact Information

Name (Mr/Ms) _____ :	_____	Date of Birth : _____
Designation : _____	_____	Qualification : _____
Organisation : _____	_____	
Address : _____	_____	
Phone(s) : Office: _____	Mobile: _____	Home: _____
e-mail : _____	Fax : _____	

Sponsors Details

Name of the Sponsoring Authority: _____ :	_____	Designation: _____
Organisation : _____	_____	
GSTIN Number : _____	_____	
Address : _____	_____	
_____	Pincode : _____	
Phone(s) : Office: _____	Mobile: _____	_____
e-mail : _____	Fax : _____	

Fee particulars

Amount Payable : _____	Mode of Payment : _____
Name of the Bank : _____	Date of Instrument/Transfer : _____
Instrument Number : _____	UTR Number for NEFT _____

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Srinivas Yadav, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in