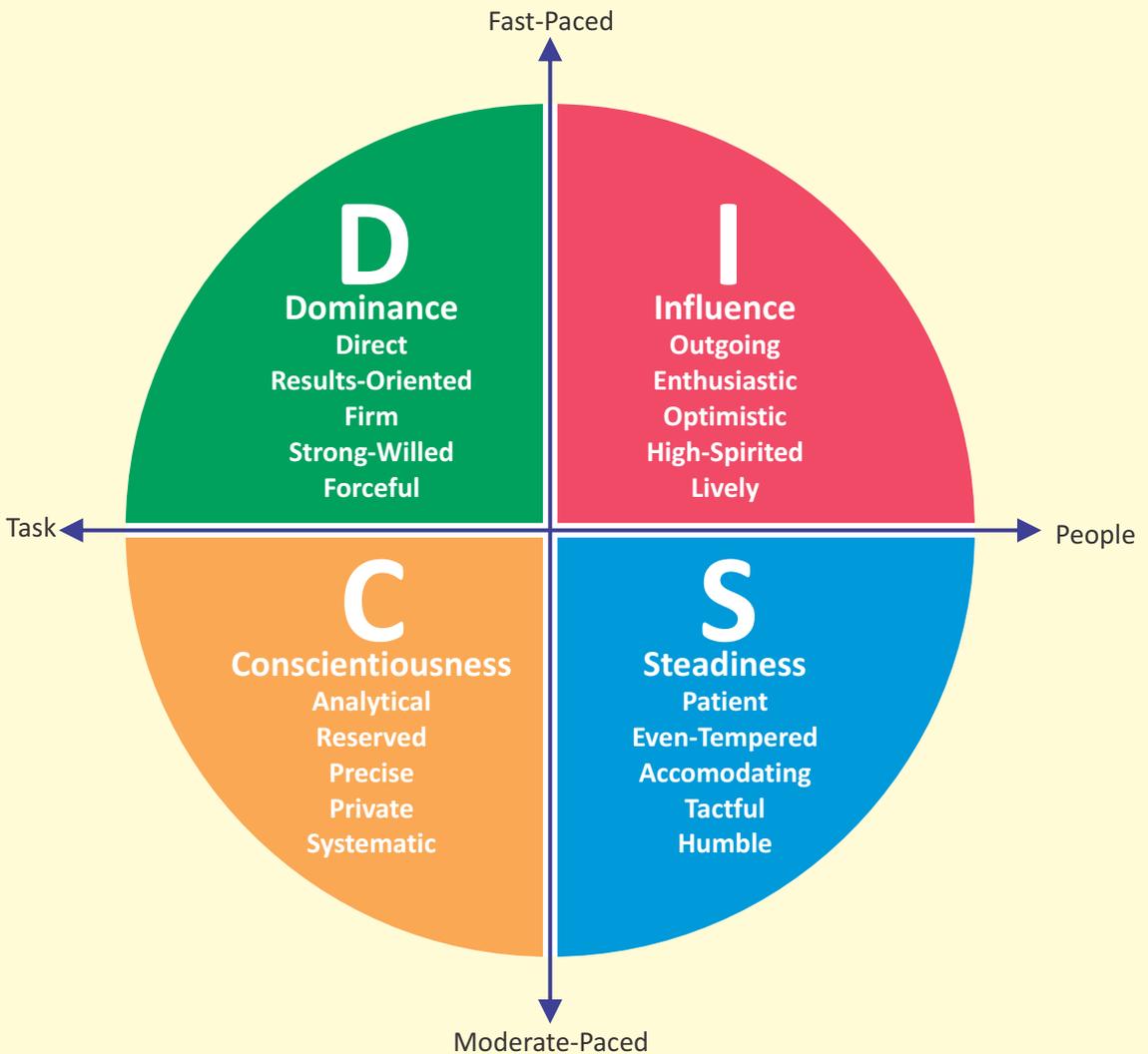


Programme on
**DISC Assessment and
Employee Engagement**
April 22-24, 2020



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

PROGRAMME OVERVIEW

The DISC Model, based on the work of psychologist Dr. William Moulton Marston in the 1920s, is a popular, straightforward, standardized, and relatively easy way to assess behavioral styles and preferences.

The tool classifies people's behavior into four types (Dominance, Influence, Steadiness, and Conscientiousness) by looking at their preferences on two scales:

- Task versus People.
- Fast-Paced versus Moderate-Paced.

PROGRAMME OBJECTIVES

This programme will enlighten participants that how Organisations embracing DISC may benefit from improved communication, less misunderstanding, effective meetings, less conflict, effective teams, more cooperation, more productivity, and improved financial health.

They get to know that there are many areas where DISC is particularly useful:

- Business, HR
- Training, Consulting, Coaching
- Developing leaders
- Team management
- Salesforce development
- Customer service training
- Conflict management
- Job and career coaching

PROGRAMME CONTENT

The DiSC personality insights provides a common language that people can use to better understand themselves and to adapt their behaviors accordingly — within a work team, a sales relationship, a leadership position, or other relationships.

IMPACT

Transformational Learning approach using this DISC model; these end-to-end learning experiences are rich and inspire behavioral change.

This programme will help reflect participants on the following:

- Self-knowledge: how you respond to conflict, what motivates you, what causes you stress, and how you solve problems
- Improving working relationships by recognizing the communication needs of team members
- Facilitating better teamwork and learning from constructive conflict.
- Developing stronger sales skills by identifying and responding to customer styles.
- Building effective teams.

DISC offers a suite of personal development learning experiences that measure an individual's preferences and tendencies based on the DISC model.

Participants receive personalized insights that deepen their understanding of self and others, making workplace interactions more enjoyable and effective. The result is a more engaged and collaborative workforce that can spark meaningful cultural shift in an organisation.

PEDAGOGY

This will include a mix of experiential learning exercises, skill practice, group work, role-plays and lectures followed by mock session.

PARTICIPANT PROFILE

Senior and middle level executives in-charge of Human Resource Function, primarily responsible for core HR (Public and Private sector organisations). Senior executives from other support function and entrepreneurs will also find the programme useful.

Organisational sponsorship is essential

VENUE

The programme is fully residential and the participants will be accommodated in air conditioned single occupancy rooms. The college does not provide accommodation for the family. College will arrange transport between airport / railway station and venue. The College is WiFi enabled in a comprehensive way.

DURATION

The programme duration is from **April 22 - 24, 2020**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential Fee: Rs. 39,000/- (US \$720 for foreigners) plus GST as applicable, presently 18% per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Non-Residential Fee: Rs.33,000/- plus GST as applicable, presently 18% per participant. The fee covers tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is credited into our Bank account on or before April 20, 2020.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the Programme Code (Prg/20-21/1/30) to poffice@asci.org.in for confirmation.

Bank details are given below:

For Indian Participants :

Bank A/c 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 A/c 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	6550992180(Optional)

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is **April 15, 2020**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

April 16, 2020. Any withdrawals after this date will entail forfeiture of fee paid, if any.

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.

PROGRAMME DIRECTOR

Prof. Rashmi Jha
e-mail: rashmi.jha@asci.org.in



ASCI is the first management development institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward each year with a strong alumni of over 1,50,000. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organisation. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2019-20.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organisations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.



Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

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Delhi Campus

C-24, Institutional Area

South of IIT, Behind Qutub Hotel

New Delhi - 110 016

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Website : <http://www.asci.org.in>



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Prof. Rashmi Jha
Programme Director

February 21, 2020

Dear Sir/Madam,

**Programme on
DISC Assessment & Employee Engagement
(April 22 – 24, 2020)**

In today's changing business environment, the only way for organisations to reach their goals is to make the most of their people. For that, organisations must build teams, develop skills, and enhance performance to fuel organisational growth. While working in any organisation we all have team members who we find hard to communicate with, or work alongside. And yet, for the sake of our teams and organisations, we need to make these relationships work. The good news is there are ways of doing this. A good starting point is to understand more about our own personality, and that of the other person. The DISC assessment helps understand people's personal styles.

Keeping the above in view, the Administrative Staff College of India has launched a programme on "DISC Assessment & Employee Engagement". DISC assessments measure how employees respond to rules, the environment, other people, and problems and challenges. The goal of the assessment is to determine which behavioral traits motivate employees so workplace communication styles can match the motivating factors, for a best fit.

A brochure outlining the details of the above programme and other pertinent information together with a nomination form is enclosed. If you need any additional information, please do contact us.

The programme is meant for senior and middle level executives entrusted with the responsibility of managing HR processes and functions.

The last date for the receipt of nomination form is **April 15, 2020**. Since we expect this programme to attract a large number of nominations, we advise you to send in your nomination well before this date to enable us to give due consideration. Accordingly, you can make your plans for the release of the nominee(s) for the programme. Facsimile of nomination form can be used.

Please note that the nominees are requested to carry with them the proof of Medical Insurance. The Sponsoring Agency is required to endorse the nominee's Medical coverage in the event of hospitalisation.

Thank you for your interest and support for Management Development Programmes of the College.

Sincerely,

Rashmi Jha

Encl: Brochure & Nomination Form



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

Nomination Form
Programme on
DISC Assessment and Employee Engagement
(April 22 – 24, 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 (DD/Ch/NEFT) :
Name of the Bank :	Date of Instrument/Transfer :
Instrument Number :	UTR Number for NEFT

Medical Insurance :

Name of the Insurance Agency	Policy Number	Validity upto

Note: Coverage should be available in Hyderabad, India.

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