



asci
Leadership through Learning

ADMINISTRATIVE STAFF COLLEGE OF INDIA

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

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email: poffice@asci.org.in, URL: <http://www.asci.org>.

Dr. Harsh Sharma

Programme Director

December 03, 2024

Dear Sir / Madam,

Programme on

Building and Leading Effective Teams

- In the era of Artificial Intelligence

(March 03-07, 2025)

Team Building is increasingly needed in organisations for enhancing their efficiencies and effectiveness. The importance of team work increases as the tasks become more complex and more specialised and people feel the need for collaboration to solve work-related problems. It is a reality of life in general and work life in particular that conflicts are inevitable where people work together. Hence, managers need to acquire the skills in managing conflict to ensure collaboration and effective team-work.

Recognising the need for managers to develop team-building skills, Administrative Staff College of India has been offering the programme on "Team Building" for over a decade. The programme is designed for executives who have to build effective teams to ensure growth and development. It deals with various aspects of team development and conflict management with an added emphasis on experience-based learning.

I do hope that your organisation would take advantage of this opportunity by nominating your Senior Executives to this programme. Our experience over the years has shown that nominations in teams of 2 or 3 would facilitate the effective application of principles and insights acquired from the Programme by the participants in their back-to-work situations.

The brochure which gives further details together with a nomination form is enclosed. For multiple nominations, you may use photocopies of the form. Alternatively, the form can be accessed from our website. The last date for receipt of the nomination along with the fee is February 7, 2024.

If you need any additional information regarding this programme, please do contact me or our Programme officer.

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.

We look forward to receiving your nomination(s) at the earliest.

Yours sincerely,

Harsh Sharma

Encl: Programme Brochure and Nomination form



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Administrative Staff College of India

(accredited as उत्कृष्ट by Capacity Building Commission, GoI)

PROGRAMME OVERVIEW

The primary role of a manager is to design and deliver in teams to perform better. With the advent of new technologies and the evolution of new work culture (e.g., WFH, virtual teams), it becomes increasingly significant for a manager to rely on contemporary technologies such as artificial intelligence to manage the teams effectively. Successful virtual teams require strong leadership and the effective use of technology to overcome the hurdles of team management. This program intends to integrate behavioural science knowledge with artificial intelligence to help the participants understand the art and science behind team building and leadership. The course will be mainly delivered with the theoretical foundations for team building and customizing the requirements based on the inputs from an AI-integrated framework. The course objective is to enhance the managers' leadership and team-building skills to help them build and lead high-performance, growth-oriented teams. Further, the course would equip participants with the requisite skills for leading teams and enhancing productivity while becoming better managers, delegators, leaders and knowledge workers. This program will mainly cover the foundations of team building, team roles, team diversity, personality traits, conflict management, team cohesion, etc., with a special emphasis on virtual teams in the 'Artificial Intelligence' era.

IMPACT

- ◆ Help the participants identify their preferential team roles using the established models (eg: Belbin's team roles, Mintzberg's managerial roles).
- ◆ Enable the participants to manage the virtual teams.
- ◆ Emphasize the role of quantitative decision-making approaches using the AI-integrated framework for team building.

PROGRAMME CONTENT

- ◆ Organisational needs for team development
 - ▶ Virtual teams
 - ▶ Building high-performance teams
- ◆ Formation and functioning of teams
 - ▶ Types of teams

- ◆ Team role preferences
 - ▶ Diversity in teams
- ◆ Management team conflicts
 - ▶ Creative teams and learning organisations
- ◆ Leadership in teamwork
 - ▶ Team building and Group Cohesion

PEDAGOGY

The pedagogy includes assessing the participants using various

a) Formal lectures

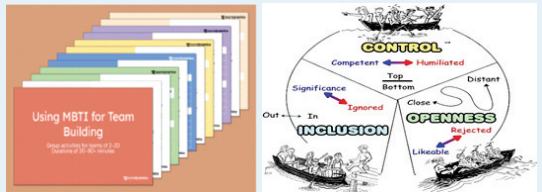
b) Outbound training activities and simulations



c) Psychometric assessments



d) Role-plays using the flip cards of various assessments



e) Case studies and other activity based learning to address various competencies involved in the team-building.

PARTICIPANT PROFILE

Senior and Middle-level executives of public and private sector organisations, financial institutions and government departments.

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. The college is Wi-Fi enabled in a comprehensive way.

DURATION

The programme duration is 5 days starting from **March 03-07, 2025**. The participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

PROGRAMME FEE

Residential Fee: Rs. 69,500/- (US \$1086 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.59,500/- 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 before **February 28, 2025**.

Note: Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code (Prg/24 - 25/1/181)** 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, Raj Bhavan Road, Somajiguda, Hyderabad – 500 082
Nostro Account	6550992180

MEDICAL INSURANCE

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

LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is **February 17, 2025**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

LAST DATE FOR WITHDRAWAL

February 24, 2025. 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. Harsh Sharma

e-mail: harsh.sharma@asci.org.in

Administrative Staff College of India (ASCI) is taking all the precautionary measures and following all the norms (in light of COVID 19) to provide a safe environment for the participants who are visiting our Campus to attend the Training Programmes.



ABOUT ASCI

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 with a strong alumni of over 1,69,000. 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 2024-25.

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.

Telefax (Programmes Office) : 0091-40-23324365

Mobile: 9246203535, Phone : 0091-40-66534247

Fax : 0091-40-66534356

College Park Campus

Road No. 3, Banjara Hills,
Hyderabad - 500 034.

Tel: 040-66720700 / 01 /02 /05

Fax : 040-66720725

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
New Delhi-110 016.

Tel: 011-26962204, 26961750, 26961850



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

Nomination Form
Programme on
Building and Leading Effective Teams
- In the era of Artificial Intelligence
(March 03-07, 2025)

Nominee's Contact Information :

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

Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN No. :	_____
Address :	_____
	_____ Pincode : _____
Phone(s) :	(Off) : _____ (Mobile) : _____
e-mail :	_____ Fax : _____

Fee Particulars

Amount Payable :	Mode of Payment (DD/Chq/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. Sreenivasa Reddy, 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