

Our other
Management Development Programmes

Sl. No.	Programme Title	Dates
1.	Building Business Intelligence from Social Media	April 24, 2017
2.	Strategic Sourcing	May 1-2, 2017
3.	Online Payment Systems and Data Security	May 5, 2017
4.	Google: Search Engine Optimization and Search Engine Marketing (SEO and SEM)	May 18-19, 2017
5.	How to Summarize and Present your Business Data	May 29, 2017
6.	Effective Purchasing Skills	June 5-6, 2017
7.	A Consultants' Tool-Kit for Solving Strategic Problems & Enhancing Business Performance	June 29-30, 2017
8.	Enhancing Managerial Effectiveness	July 3-5, 2017
9.	Finance for Non-Finance Executives	July 10-12, 2017
10.	Quality Analytics	July 17-18, 2017
11.	Applied Marketing Research Techniques	July 20-21, 2017
12.	Developing an Intrapreneurial Mindset for Effective Leadership	July 24-25, 2017
13.	Advanced Excel Training	July 27-28, 2017
14.	Problem Solving and Decision Making	August 3-4, 2017
15.	Effective Communication for Women in the Workplace	August 9-10, 2017
16.	Advanced Microsoft Excel for HR Managers	August 22-23, 2017
17.	Product Management	August 28-29, 2017
18.	Decision Making Techniques for Managers	August 30-31, 2017
19.	Project Management	September 5-6, 2017
20.	Spreadsheet Modeling for Financial Analysis	September 7-8, 2017
21.	HR Analytics and Social Media	September 11-12, 2017
22.	Effective Negotiation Skills	September 13-15, 2017
23.	Digital Marketing: Winning Concepts and Practices	September 18-19, 2017
24.	Effective Communication and Presentation Skills	September 21-22, 2017
25.	Coaching & Mentoring for Personal and Professional Success	October 9-10, 2017
26.	Written Business Communication	October 26-27, 2017
27.	Assessing Geopolitical Risks for Doing Business in Asia-Pacific Region	November 9-10, 2017
28.	Advanced Microsoft Excel for Managers	November 15-16, 2017
29.	Restructuring and Business Valuations	November 20-21, 2017
30.	Making the Supply Chain Responsive	November 23-24, 2017
31.	Nurturing the 5th Dimension of Leadership	November 27-28, 2017
32.	Superannuation Planning	December 4-5, 2017
33.	Customer Management in a Digital Marketing Space	December 7-8, 2017
34.	Enhancing Assertiveness & Positive Attitude	December 11-12, 2017
35.	Strategic CSR: From Agenda Building to Impact Measurement	December 14-15, 2017
36.	Creating Winning Sales Teams	December 18-19, 2017
37.	Foreign Exchange Risk Management	December 21-22, 2017
38.	Managerial Leadership and Team Building	January 11-12, 2018
39.	Social Media Marketing and Social Listening	January 15-16, 2018
40.	Crisis Communication	January 18-19, 2018
41.	Data Analytics: Introduction to R Software	January 24, 2018
42.	Enterprise Risk Management for Creating Risk Intelligent Organisation	February 5-6, 2018
43.	Marketing Strategies for Winning in India and Emerging Markets	February 8-9, 2018
44.	Enhancing Personal Branding - Building Your Pathway to Professional Success	February 15-16, 2018
45.	Financial Reporting as per Converged Indian Accounting Standard	March 8, 2018

ABOUT THE INSTITUTE

Foundation for Organisational Research and Education (FORE), a non-profit autonomous organisation, was established in 1981 as a Center for Excellence for research, consultancy, training and management education by renowned professionals of global acclaim from Government and corporate sectors. With a view to meeting the needs of professional education of excellence in Management, FORE School of Management, New Delhi under the aegis of FORE was established in 1992. FORE has been working closely with industry and academia for developing contemporary new domains of managerial thought and education and contributing to the process of building leaders in today's global business environment. FORE has been setting benchmarks in management education for the last over 25 years. This is aptly reflected in the Top rankings by leading B-Schools surveys of the country and in a recent survey conducted by **CRISIL - a leading Ratings, Research, Risk and Policy Advisory Company in India - has rated FORE with A*** (the highest rating level) for the Delhi-NCR and A** for the National level for both the two-year PGDM and PGDM (IBM) Programs.** Located in the heart of South Delhi, FORE provides contextual learning and helps in the development of students as thinking professionals, who have the ability to meet the upcoming challenges for tomorrow's corporate leaders. The Programs offered at FORE aim at developing multiple skills including managerial decision-making, problem-solving, analytical reasoning, communications, creativity and innovation. The Institute has a Board of Directors with representatives from Government, academic institutions and industry. The Institute has also an Academic Council consisting of eminent professionals from industry, government and other academic institutions. FORE takes pride in its professional and high-quality faculty in the fields of Communications, Economics, Finance, Human Resource Management, Information Technology, International Business, Marketing, Operations and Strategy. The faculty are drawn from leading national and international institutions and industries who are engaged in extensive research and consultancy, and possess a myriad of management skills. Eminent personalities and senior corporate professionals are invited from time to time to share their experiences and discuss real world managerial practices and market opportunities and challenges.

With a sharp focus on Management Education, Management Development Programs, Consulting and Research, and with 38 full time well qualified faculty FORE stands amongst the Top Business Schools in the country.

FORE conducts MDPs to equip managers with knowledge, skills and attitudes required for effectively responding to global developments and competitive requirements. Our MDPs are designed with an appropriate blend of conceptual and experiential learning. Apart from open programs, FORE conducts customized In-Company Programmes tailored to suit organisation's needs on topics/areas specifically required by an organisation. These Management Development Programs (MDPs) are either custom-designed to suit client requirements or are offered by faculty on a specific theme to meet various client needs.

For any other information, please contact:

Executive Education Office

FORE School of Management

Adhitam Kendra

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Management Development Programme

on

Enhancing Managerial Effectiveness

July 3-5, 2017

FORE Campus, New Delhi

Programme Directors:

Prof. Subir Verma, Prof. Neeraj Kumar &

Prof. Priyanka Jaiswal



Imparting Knowledge for Exploring New Horizons



INTRODUCTION

Organizations in their continuous march towards excellence are striving to outdo and outperform their competitors. Failing this they are under constant threat of being wiped out. Managers are struggling to perform better and better lest they are outwitted by their colleagues and competitors. 'Managerial Effectiveness' is a sine-qua-non for all managers and an opportunity to stay relevant.

This 3-day program is a high energy program, the underlying theme being that 'by doing, one becomes'. That is, by doing what effective managers do, one becomes an effective manager. This is a completely action-oriented programme where learning comes through performing in simulated conditions and then receiving peer feedback. The feedback is facilitated by the trainer and this becomes a very powerful motivation for learning. The transfer of training to the workplace is high because the participants accept the learning that comes through doing and real-time feedback.

OBJECTIVES

After attending this program the participants would be able to enhance their effectiveness at:

- Managing Tasks
- Managing Self
- Managing & Leading Teams

CONTENT

- **Personal Effectiveness**
 - Understanding self
 - Understanding and Managing Others - Boss, subordinates and peers
 - Motivating Self and Others
- **Team Effectiveness**
 - Understanding team processes essential to effectiveness
 - Communication within Team
 - Managing Collaboration and Conflicts within Teams
- **Task Effectiveness**
 - Defining goals and setting standards
 - Effective Decision Management
 - Leadership skills for high performance

METHODOLOGY

Our approach in the programme would be to help the participants gain insights by providing hands-on real-time assistance, simulation exercises, worksheets, instruments, checklists, experience sharing and interactive presentations.

WHO SHOULD ATTEND

The programme is designed for middle and senior level managers of public and private sector organizations, MNCs, banks, financial institutions, government departments and other organizations/institutions.

DURATION & VENUE

Dates: July 3-5, 2017

Venue: FORE School of Management, B-18, Qutub Institutional Area, New Delhi 110016

FEE

Non-residential: Rs. 24,000 per participant (plus Service Tax @ 15%) covering professional fee, programme kit and tea/lunch.

Residential: Rs. 38,000 per participant (plus Service Tax @ 15%) covering professional fee, programme kit and boarding and lodging (air conditioned single room) at Hotel Residency Resorts (P) Ltd./Qutab Residency, New Delhi or equivalent from **noon of July 02, 2017 till noon of July 06, 2017.**

Discounts

- Early bird discount of Rs. 3,600 per participant for nominations received on or before June 25, 2017.
- One complimentary nomination on non-residential basis for every group of three nominations from the same organization, i.e., 3+1 participants for the fee of 3 participants.

Fee is payable in advance by way of Local Cheque/DD in favor of "FORE School of Management" payable at New Delhi. You can also make online payment of fees by logging on to FORE website www.fsm.ac.in/mdpcalendar_201718.html

REGISTRATION

The registration form duly filled in along with the Programme fee should reach us at least 7 days before the commencement date of the Programme. You can also register & pay online by logging on to FORE website www.fsm.ac.in/mdpcalendar_201718.html. In case of subsequent withdrawal or cancellation of registration no refund of fee will be allowed. However, substitute(s) may be permitted with prior intimation.

CERTIFICATE OF PARTICIPATION

The Institute issues a certificate of participation on conclusion of the programme.

FACULTY

The faculty members of the Institute will take the programme sessions, except for a few sessions that may be taken by guest speakers.

PROGRAMME DIRECTORS

Prof. Subir Verma is Professor & Chairman, Organizational Behaviour & Human Resource Management Area at FORE School of Management. He has more than 25 years of research, teaching, training and consulting experience at reputed institutions such as IMI, Delhi, IIM Ranchi (where he was its first Dean), MDI Gurgaon and Delhi University. He was also a visiting faculty at ESCP-Europe, Paris. He is a Fellow (PhD) from IIM, Ahmedabad, M.Phil and M.A (Gold Medallist) from Delhi University. **Prof. Verma** has carved a niche in the design and delivery of programs on mentorship development, change management and Outbound based experiential learning on Leadership and Team Building. He has facilitated such programmes for the Senior and Middle level managers of reputed banks such as Allahabad Bank, BOB, Corporation Bank, Dena Bank, PNB, SBI, UCO and RBI; CPSEs like ONGC, Indian Oil, Coal India, MRPL, GAIL, LNG-Petronet, National Insurance, NTPC, SAIL, POWERGRID etc. and private sector enterprises such as Microsoft, HP, Siemens, Maruti Suzuki, Nestle, Jaibharat Maruti, GETIT, Kampsax, Lanco Infratech, Siemens Power Engineering, SMEC India, SMS Demag etc and also the Indian Postal Service Officers at the level of CPMG, PMG and Directors. Recently, he twice designed and directed the prestigious 45 day Leadership Development Programme for the 25 General Managers of ONGC in India and Europe and another 20 day Senior Management Programme for the DGMs and Chief Managers of ONGC in India and abroad. He has also designed and conducted customized workshops on Negotiations Skills for corporates such as Aviva, Baxter, BEL, Chambal Fertilizers, Coca Cola, HP, Indian Oil, Intel, Jindal Steel, Laxmi Bank (Nepal), NDDDB, PepsiCo, POWERGRID, SBI etc. Prof. Verma is also a well known consultant on Organizational Transformation and Competency Based Leadership Development and has worked for Jharkhand Government, World Bank, National Geographic Channel, National Insurance, Nestle, Siemens Power, GETIT, Kampsax, SMS DEMAG and SMEC India. He can be reached at : <subir.verma@fsm.ac.in>.

Prof. Neeraj Kumar, Professor (OB & HR): is a graduate in Physics from Delhi University, PG Diploma in LSW from Calcutta University and PGDM (HRM & Finance) from FORE School of Management. Prof. Neeraj Kumar has 33 years of Industry experience with 23 years in Steel Authority of India Ltd in the HRM function, 4 years as a freelance consultant and the balance in teaching. His experience in industry includes all major functions of HR like Industrial & Employee Relations, Performance Management, Strategic HRM and Organization Development. He has handled large scale systemic changes that have given him insight into human behavior, management of change and handling of resistance to change. A 'trained trainer', Prof. Neeraj Kumar has used his long experience in industry to design and deliver management development programmes in leading private and public enterprises like Xansa, SAIL, Bharti Airtel, BALCO, HINDALCO, METSO Minerals, Punj Lloyd, Daewoo Motors, NTPC, Motherson Sumi Systems, Capgemini, PGCIL, GAIL India, Engineers India, Wockhardt, Maruti Udyog, Siemens, Perot Systems etc. He has logged in more than 2000 hours training Managers from industry on programmes relating to Leading, Teaming, Communicating and other Soft Skills (like Inter and Intrapersonal Effectiveness, Handling Conflicts, Managing Emotions, Negotiating, Adapting to Change) etc. He can be reached at: <neeraj@fsm.ac.in>.

Prof. Priyanka Jaiswal is a faculty in the Department of Organizational Behavior and Human Resource Management at FORE School of Management New Delhi. Dr. Priyanka Jaiswal is PhD from Indian Institute of Technology Delhi. Her doctoral research is on Impression Management (Factors Affecting the Use of Upward & Downward Impression Management Tactics for Positive Appraisals). She has also done a course in International Management from Exeter Business School, University of Exeter, U.K. She has 5 years of Research and 3.5 years of academic experience as Human Resource Management faculty. She has presented her research work in various international and national conferences. She has received funding from Indian Council of Social Science Research (ICSSR) for International Conference on Management, Leadership and Governance (ICMLG 2014) Hosted by Babson College, Wellesley, Massachusetts, USA. She has also received the best paper award in Indo- Canadian conference. Her research interest areas are Impression Management, Leader Member Exchange, Behavioral Flexibility, Human Resource Management and Organizational Behaviour. She has conducted training session on behavioral flexibility for Mitsui Chemicals. She can be reached at: <p.jaiswal@fsm.ac.in>.

FORE School of Management
Management Development Programme

Enhancing Managerial Effectiveness

July 3-5, 2017
Registration Form

Name: _____

Designation: _____

Organisation: _____

Office Address: _____

Phone: Office _____

Mobile: _____

Email: _____

Fax: _____

Your expectations from the Programme: _____

Residential / Non Residential _____

Payment Options

Online Payment

Programme fees can be paid through credit / debit card / net banking. Please logon to FORE website www.fsm.ac.in/mdpcalendar_201718.html for online registration and payment.

Offline Payment

Programme fees can be paid through Local Cheque / DD
If attached please give details

Local cheque / DD No. _____ Date _____ Amount _____

Signature

(Please return the completed form by post, or fax (011 2652 0509)
or email: exed@fsm.ac.in, to:

Executive Education Office
FORE School of Management
B-18, Qutub Institutional Area
New Delhi 110 016

Note: As needed please feel free to make duplicate copies of this form for additional registration.