

SHORT TERM COURSE
on
Emotional Intelligence and
Organizational Excellence

*(Enhancing Business Performance and
Leading Organizations in Trouble Times)*



(5-7, June 2013)

COORDINATOR

Prof. Rabindra Kumar Pradhan

IMPORTANT DATES

Last date for receiving application: 25 May 2013

Intimation to Participants: 26th May 2013

Course Dates: 5-7 June 2013

Time: 9am - 5pm

Venue: Seminar Room, Dept of HSS

Objectives of the Course

“Intelligence Quotient (IQ) gets you hired but Emotional Quotient (EQ) gets you promoted”. This popular quote by Times Magazine during late Nineties made the concept of emotional intelligence more popular and useful among the management professional and social scientist in the world. The application of emotional intelligence in home, school and workplace is well documented. The two bestselling book of Daniel Goleman in late 90s made a popular claim that EQ contributes 80% towards ones success, since then EQ is treated as the best management skill in the corporate world to achieve organisational excellence. This course is designed to sensitise the participants about the concepts and applications of emotional intelligence in organisation. The participants will explore various principles of emotional intelligence guide us in different contexts of life. The awareness about the credo of emotional intelligence will develop insights into self-regulation and self-realization of one’s optimum potentials for better performance. The participants will learn to develop different EQ skills that are vital for personal effectiveness and organisational performance. They will also explore about many unknowns of life, which will further enhance their awareness to be more effective on their roles. The course will offer useful lessons with the help of practical exercises, games, audio-visual instruments, case studies, and classroom interaction to show the road map how to foster emotional intelligence in achieving organisational excellence.

Course Content

Part-I

- Introduction to Intelligence: Concepts & Theories
- Understanding Emotional Intelligence
- Applications of Emotional Intelligence (EI)
- Assessments and Intervention of EI at individual & group level

Part-II

- Understanding organization and its leaders
- Developing EQ Leadership
- Leadership Effectiveness through Emotional Intelligence
- Developing Effective Teams and Enhancing Team Effectiveness
- Interpersonal Effectiveness & Social Support
- Self - Development through Self-renewal
- Developing Resilience, Self Esteem and Optimism
- Developing Assertiveness at Work place
- Anger Management & Handling Stress & health
- Self Management & Impression Management Behaviour
- Negotiation and Conflict Management
- Developing Emotionally Intelligent Organization
- Achieving Organizational Excellence through Emotional Intelligence.

Pedagogy: Lecture through audio-visual presentation, Simulation, Structure exercise, Group discussion, Management games, Case analysis, Role plays, and interactive-brain storming sessions.

Faculty

Experienced faculty from IIT Kharagpur and some experts from industry will be involved in this programme to enrich and educate the participants on various topics covered within the scope of the EQ to achieve organizational excellence.

Course Fee:

Academic Faculty: Rs. 6,000, Student: Rs. 5000,

Industry Participants: Rs. 10,000/-

Foreign Participants: Rs.15, 000/-

Participants are required to prepare a DD of the course fees in favour of **CEP-STC, IIT Kharagpur**, payable at Kharagpur from a nationalized bank. Course fees include tool kit and other course materials. For accommodation, extra payment is required as mentioned below.

Accommodation: Participants can avail accommodation facilities on advance booking on payment basis with prior request (15 Days) to the coordinator of the programme.

1. AC Twin sharing: Rs.400/- at VGH and Rs. 1100 at NGH per day, per bed.
2. AC Single Rome: Rs 300/- at VGH and Rs. 900/- at NGH per day, per room.
3. Dormitory 3 bedded and 6 bedded Rs. 100/- per day per bed.

No of Participants: 40

Qualification: Graduation

Certificate: Each of the participants will receive a certificate from the office of the Dean, Continuing Education, IIT Kharagpur on successful completion of the course.

How to Apply: Interested participants should download and submit the completed application form in a prescribed format given below, which is available online or a hard copy to the coordinator at coordinator's mailing address.

Mailing Address

Dr. Rabindra Kumar Pradhan
Coordinator, STC on

Emotional Intelligence and Organizational Excellence

Dept of Humanities and Social Sciences,
Indian Institute of Technology Kharagpur- 721302,
West Bengal, India

Telephone: 03222-282346 (o), 03222-282347 (R),

Mob: 9434703900

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Email: rkpradhan@hss.iitkgp.ernet.in
rabi2020@gmail.com

Application Form SHORT TERM COURSE

on

**Emotional Intelligence and Organizational Excellence
(5-7 June 2013)**

Organized by Dept of HSS, IIT Kharagpur

1. Name:
2. Age:
3. Sex:
4. Work Experience
5. Designation:
6. Name of the Institution /Organization:
7. Address for communication:
8. Highest academic qualification:
9. Phone No:
10. Fax No.:
11. Email:

Date:

Signature of Applicant

Approval for Candidates/Sponsorship

We approve the above applicant as a candidate/ sponsor for the short-term course on “**Emotional Intelligence and Organizational Excellence**” being organized by IIT Kharagpur at its Kharagpur campus during 5-7 June 2013.

Date:

Signature and seal of

/

approving /sponsoring Authority