

SHORT TERM COURSE

ON

Emotional Intelligence: Optimizing Human Performance at the Work Place

(23 – 25, Dec 2010)

Coordinators

Dr. Rabindra Kumar Pradhan

Dr. Damodar Suar

Organized by:

Department of Humanities and Social Sciences

Indian Institute of Technology

Kharagpur – 721 302

India

Course Overview and Objectives

“Intelligence Quotient (IQ) gets you hired but Emotional Intelligence (EQ) gets you promoted”. This popular quote by Times Magazine during late Nineties has made the concept of emotional intelligence more popular among people by highlighting its multiple implications and applications. The uses and utilities of emotional intelligence in home, school and workplace have benefitted thousands in many disciplines. This course is designed to sensitize the participants about the concept, theory and applications of emotional intelligence. The participants will get to know the added advantage of EQ – the software of the brain over the hardware (IQ). This programme will also explore how our hearts rule over our minds for creative creation. It will also focus on how various principals 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 realization of one’s optimum potential for better performance. The participants will come to know about many unknowns in life, which will further help them to enhance their awareness to be effective on their roles. The course will offer useful lessons with the help of practical exercises, games, audio-visual instruments, case studies, classroom interaction to show the roadmap - how to foster emotional intelligence in organization for achieving optimal performance.

Course Content

1. Ice Breaking
2. Self-Awareness: Knowing about Unknowns
3. Emotional Intelligence (EI): An Overview
4. Culture and Emotional Intelligence
5. Assessment and Intervention of EI
6. Interpersonal Communication
7. Developing Resilience
8. Assertiveness
9. Anger Management & Stress Inoculation
10. Impression Management
11. Conflict Management
12. Leadership Effectiveness through EI
13. Creating Emotionally Intelligent Organization

Faculty

Highly experienced faculty from IIT Kharagpur and other reputed institutes will be involved in this programme to enrich and educate the participants on various topics covered within the scope of EQ.

Eligibility

Emerging scholars, counselors, and consultants having interest in OD/HRD/HRM are eligible. Executives at all levels with experience in the HR functions will find this programme very enlightening and useful. However, Teachers, Trainers and Managers will extract maximum from this course and will find this programme more educative and thought-provoking.

Course Fee: Rs10, 500/- (Industry/Organisational Sponsorship)

Rs. 7, 500/- (Individual Sponsorship)

Course fee covers accommodation, lodging and course materials. Course fee is to be paid by a bank draft in favor of 'CEP-STC, IIT Kharagpur', payable at Kharagpur.

How to Apply

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

Important Dates

Last date for receiving application: 15 Dec, 2010

Intimation to Participants: 16 Dec, 2010

Course Dates: 23 – 25, Dec 2010

Mailing Address

Dr. Rabindra Kumar Pradhan, Coordinator,
STC on Emotional Intelligence: Optimizing Human Performance at the Work Place
Indian Institute of Technology
Kharagpur - 721302, West Bengal, India
Tel: 03222 – 282346 (O), 03222 – 282347 (R)
Mob: 9434703900
Fax: 03222-255303/282280
Email: rkpradhan@hss.iitkgp.ernet.in; rabi_pradhan@yahoo.co.uk
Website: www.iitkgp.ernet.in

Location

IIT Kharagpur is situated 116km away from Kolkata, and it is the oldest and the largest amongst all the IITs. Kharagpur is an important junction in the south Eastern Railways, and is well connected to all major cities in India. The IIT is about 5 km from Kharagpur railway station, and is accessible by rickshaws, autos, and taxis from the station.

About the Coordinators

Dr Rabindra Kr. Pradhan is Assistant Professor of Psychology in the Dept of Humanities and Social Sciences, IIT Kharagpur. His areas of specialization are Social and Organizational Psychology, Organizational Behaviour and Human Resources. He has more than 12 years of experience in the field of training, teaching and research in the above fields. He has trained more than 500 hundred defence personnel, scientists, managers and academicians in the field of OB, HR and organizational psychology. Dr. Pradhan is a member of various professional organizations such as Indian Society for Training and Development, NAOP, IAAP, ISC and also International Association of Applied Psychology. He has more 20 publications in referred journals and books. His book on “Emotional Intelligence” has received wide publicity from various corners.

Dr. Damodar Suar is Professor of Psychology in the Dept of Humanities and Social Sciences, IIT Kharagpur. His areas of specialization are Social and Organizational Psychology, Organizational Behaviour and Human Resources. He has more than 20 years of experience in the field of training, teaching and research in the above fields. Dr. Suar is a member of various professional organizations such as Indian Society for Training and Development, NAOP, and also International Association for Psychological Sciences. He has more 50 publications in referred journals and books He has trained professionals in the field of OB and HR. His book on “Management through Interpersonal Relations” has received wide publicity from academics.

Application Form

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Emotional Intelligence: Optimizing Human Performance at the Work Place

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Indian Institute of Technology Kharagpur

1. Name: _____
2. Designation: _____
3. Name of the Institution/Organization: _____
4. Address for Communication: _____
5. Highest Academic Qualification: _____
6. Phone No: _____(O)_____ (R)
7. Mobile No: _____
8. Fax No: _____
9. Email: _____
10. Details about the Demand Draft: Bank name, Draft number & Date, Amount (In Rupees)

Date:

Signature of the Applicant

Approval for Candidates/Sponsorship

We approve the above applicant as a candidate/sponsor the above applicant for the short-term course on “Emotional Intelligence: Optimizing Human Performance at the Work Place (23 – 25, Dec 2010)”.

Date:

Signature and seal of
Approving/Sponsoring Authority