

Professional Development

- **Personal Branding:**
 - Concepts on branding
 - Get to know yourself
 - How to find your Skills
 - EQ-test
 - Social you
 - How others see you
 - Creating your professional brand
 - LinkedIn and other social networks

- **Communication Skills:**
 - Effective communication concepts
 - Active Listening
 - Questioning techniques
 - Non-Verbal Communication
 - Personal Presentation
 - Develop your elevator pitch

- **Social Networking:**
 - Concepts on Networking
 - Set your target network
 - How to improve your network
 - Mock-Tail Event Exercise
 - Social Event

- **Conflict Handling:**
 - Concepts and Techniques
 - How to manage difficult conversations
 - Bias in the work place

- **Presentation Skills:**
 - Concepts
 - Methodologies
 - Story Telling
 - Media presentation
 - Data and figures come to live
 - Building credibility

- **Critical thinking**

- **Problem Solving Techniques**