



Course Overview

Success and performance in life and work requires more than just good academic results and experience. To succeed in today's challenging environment, students require a new set of skills for understanding themselves and positively engaging others in all areas of life and work.

In a world where school aged children have up to 80% of their friends on social networking sites rather than with face to face friends many young people have learnt their interactional skills with the aid of modern technology rather than through old fashion methods of learning norms of appropriate behaviour from others. Against this background, **Etiquette Proficiency Skills** have become an indispensable requirement as a tool which sets apart those young people who succeed in life and in their careers; based on an understanding of not only their strengths, weaknesses, individuality and the ability to highlight their own unique personal qualities but with knowledge of appropriate behaviours to use in different circumstances.

The workshops, in this programme, will assist participants in deliberately identifying those skills, which can influence students in their personal development and in achieving their chosen career goals based on their passions and strengths.

Spread over 3 days the Workshops aims to empower participants with an appreciation of ***their actual strengths and core competencies guide them toward choosing relevant subject options to support their career goals***; achieved with a knowledge of ***correct etiquette techniques*** to support them in their chosen life and career choices.

MODULE CONTENT:*

Module ONE: **Discover the only you:** EQI, EQI TEST, IDENTIFYING CORE STRENGTHS MUSIC/SPORTS/ACADEMICS THEIR PASSION WHAT IS IT?

Module TWO: **Etiquette, Ethics and Communication:** REAL LIFE EXPERIENCES WHY ETIQUETTE IS IMPORTANT (CASE STUDIES/EG.)/ TEXT MESSAGING/ EMAIL COMMUNICATIONS/ WRITTEN & ORAL. ROLE PLAY BASED ON AGE. SOCIAL NETWORKING. Virtual vs. Physical Friends and Acquaintances. Communicating for Planned Outcomes

Module THREE: **Your possible possibilities presented by professionals – MEET WITH PROFESSIONALS, IDENTIFYING SUBJECT CHOICES**

Lunch with a professional

Module One

Discovering Your Passions

Aimed at students in Years 11 and 12 students will identify their passions and possible career choices via role play and set tasks to illustrate their core competencies and strengths. The Workshop will also include personal development strategies and skills to empower participants with hands on knowledge about themselves and a section on modern communications and how it affects 'face to face' interactions.

Module Two

What is Etiquette & Why Does it Matter?

An introduction to Etiquette techniques and its benefits in adult life. Illustrations of how correct Etiquette principles can differentiate between those who succeed from those who do not in certain areas. This Workshop delivers a practical tool kit of strategies to enable participants to effectively engage with others towards achieving planned life and career goals.

Module Three

Your career/life choice in Action - Meeting the Professionals.

This is a bespoke programme developed to address specific etiquette, personal development areas and career goals identified by the participants. Relevant Professionals from career fields identified in modules 1 and 2 will be



invited to share with the students the real life challenges and practicalities faced by them in their work and social life. There is sufficient opportunity, in this module, for participants to have 1:1 discussions with the facilitators and invited speakers.

Course Objectives

At the end of the course, participants should be able to:

- Clearly identify their core academic and social competencies and how this supports their subject (options) choices for GCSE A Level or University / Vocational study/ work.
- Have a full understanding of the benefits of the use of appropriate Etiquette techniques in varying circumstances.

Facilitator

Abiola Ajayi-Obe

Abiola has extensive experience in the delivery of Training and Development programmes, Business Development and Turnaround Projects, Product Development and Distribution and Litigation and Governance Management. As an Award Winning Business owner, Abiola has a proven track record in leadership techniques behavioural management strategies & team building utilising Emotional Intelligence strategies that enable individuals and organisations to

achieve their full potential. Abiola is dedicated in her aim of supporting others to be the best that they can be.

These workshops are engaging, fun and include a wealth of valuable advice. Packed full of role-play, and discussions around real issues, which participants have to deal with; the strategies provided promote measurable outcomes from all participants.

Course (Content) Duration

Each Module can be run individually as stand alone sessions or bought as a package of 2 or (all) 3 modules – depending on the needs of your pupils. Each Module is scheduled to run over two hours.

Course Fee

(TBA)

Location

The training is held in-house at your preferred location

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