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# Professional Development Course

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ABCD

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## About [ABCD](#)

At “**ABCD**” we strive to provide suitable guidance and counselling to Individual, Family, Employees, Employer, Housewives etc. to explore and understand their hidden personality, behavior, career and Interest. We have been helping people know themselves better and empower their personalities, mentally as well as physically, to design and realize their personal & professional goals. We undertake a scientific approach with a thoughtful mind, practicing psychometric tests, time tested values, astute planning and sense of realism to stimulate and foster self-consciousness that will not only nurture individuals’ personality but will also boost relationships and bonding.

**ABCD** offers Career, Relationship, Family, Meditation related program in the form of seminars, workshops, Mentoring.

Affiliated and Accreditation from National and International bodies, WFMH(World Federation For Mental Health), Complementary Therapists Accredited Association (CTAA), ICPPEM Indian Council for Professional Education Mission), Asia Pacific Career Development Association, DPIIT Recognized

## Eligibility Criteria

- Graduation or pursuing graduation from a recognized university in any discipline.
- Teachers, Trainers, Counselors, and Students who wish to upgrade their skills.
- Any of the Professional

# **COURSE OUTLINE OF CONTENT AREAS**

## **Unit 1 - Introduction to personality development**

The concept of personality  
Dimensions of personality  
Personality development  
Significance of personality development  
Theories of personality  
Concept of success  
Failure  
SWOT analysis

## **Unit 2 - Attitude and motivation**

2.1 Definition  
2.2 Concept of attitude  
2.3 Three components of attitude  
2.4 Significance of attitude  
2.5 Factors affecting attitude  
2.6 Positive attitude  
2.7 Negative attitude  
2.8 Difference between Positive and negative attitude  
2.9 Motivation  
2.10 Internal motivation  
2.11 External motivation  
2.12 The four stages from motivation to demotivation  
2.13 Demotivating factors  
2.14 Motivating factors

## **Unit 3 - Self Esteem**

3.1 Definition  
3.2 High or low self esteem  
3.3 Low self esteem  
3.4 Increasing our low self esteem  
3.5 Personality having low self esteem  
3.6 Difference between high self-esteem and low self esteem  
3.7 Interpersonal relationships  
3.8 Difference between aggressive, submissive and assertive behavior  
3.9 Lateral thinking

## **Unit 4 - Other aspects of personality development**

4.1 Body language  
4.2 Problem solving  
4.3 Conflict and stress management  
4.4 Decision making skills  
4.5 Leadership and qualities of a successful leader  
4.6 Team Work  
4.7 Time Management  
4.8 Work ethics  
4.9 Good manners and etiquettes

## **Unit 5 - Employability Quotient**

5.1 Resume building  
5.2 Group discussion  
5.3 Facing the personal (HR and Technical) Interview  
5.4 Frequently asked questions in interview  
5.5 Psychometric tests  
5.6 Mock interview



# (Completely online)

- Trainer is Counselling Psychologist
- You can watch the recorded session as many times as you got access.
- You'll get eBooks, notes, ppt, and recordings.
- 75% attendance is compulsory.
- A certificate will be given only after the successful submission of the assignments, case studies, activities.

# ADMISSION PROCESS



**NOTE:** You'll be provided with a senior counselor to solve your doubts on Call, WhatsApp, Email or Zoom call.

## Take Admission Now

Total Fee Structure: 18000

One Time Payment : 15000/-

Installment Fee: 18000

There are 3 Instalments-:

- 6000/- (Admission Time)
- 6000/- (1<sup>st</sup> Month End)
- 6000/- (2<sup>nd</sup> Month End)