H.E.A.R.T @ Work

Course Code: ASKHAW

Course Synopsis: Work is where you spend a major chunk of your time. Work is also where you derive your income. To enjoy your work, you need to put your heart and mind to it. To do so, you have to learn to find humour in your work and work environment to have enthusiasm, to have the right attitude towards yourself and your organization, to establish strong and close relationships with colleagues and customers and put your trust in your abilities and in people.

Course Objective: By the end of the workshop, participants will be able to:

- Put humour and fun at work and to inject enthusiasm into daily efforts
- Recognise the importance of establishing and maintaining good relationships
- Recognise how trust can promote commitment and achieve personal and organisational success

Course Outline:

- Humour
  - What is Humour? Why Promote Humour at Work?
  - Screening of DVD "SMILE" and Discussion
- Enthusiasm
  - Bringing Fun to Work
  - Screening of DVD : FISH! Philosophy" and Discussion
- Attitude
  - Why Attitude is Important
  - Types of Attitude
  - Attitude Qualities of Values, Judgement Standards, Motives, Beliefs, Ethics and How They Impact Behaviour
- Relationships
  - How to Nurture Relationships Through the 5 Love Languages
  - Screening of DVD on "It's So Simple" and Discussion
- Trust
  - Building Trust
  - Screening of DVD on "Whale Done!" and Discussion

Course Duration: 1 day (8 hours), 9:00am - 5:00pm

Course Fee: $481.50 (Inc. GST) per participant

Course Date: Refer to http://asktraining.com.sg/calendar