



@ASK Training
Attitude | Skills | Knowledge

H.E.A.R.T @ Work

Course Code:

ASKHAW

Course Duration:

1 day (8 hours), 9.00am - 5.00pm

Course Fee:

\$480 (\$513.60 Inc. GST) per participant

Course Venue:

Hotel

Course Dates:

Refer to Training Calendar

<http://asktraining.com.sg/calendar>



Course Synopsis

We spend one-third of our time at work. Work is not only essential for our survival, but has become a way of life for most of us. In that case, doesn't that make it especially important for us to enjoy our time at work?

H.E.A.R.T stands for Humour, Enthusiasm, Attitude, Relationships and Trust. Every pillar is essential for enjoyment at the workplace.

In our course, H.E.A.R.T @ Work, we will teach you how to reignite your passion for work and develop H.E.A.R.T at work.

Within this 1-day workshop, participants will learn to enjoy their work by putting their heart and mind to it.

They will learn how to find humour in their work, build enthusiasm, have the right attitude, build strong relationships and trust others.

Course Objectives

By the end of the course, you would 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