



Centre for Organization Development
Consulting • Training • Research

presents

Program on Unlocking the Code for Effective Workplace Communication



COD campus
Hyderabad



Sep
9-11, 2024

Program Director
Dr. B. Krishnamurthy

Focus

In our life, everything happens through communication. For businesses to function as desired, managers must be able to interact clearly and effectively with their employees through verbal communication and non-verbal communication. A manager's effective and open communication with his team members and customers lets him get the work done quickly and professionally. It helps eliminate misunderstandings and can encourage a healthy and peaceful work environment. Such effectiveness does not come by itself. It is an ability that must be acquired. Thus, unlocking the code for effective communication is the key for workplace effectiveness.

Objective

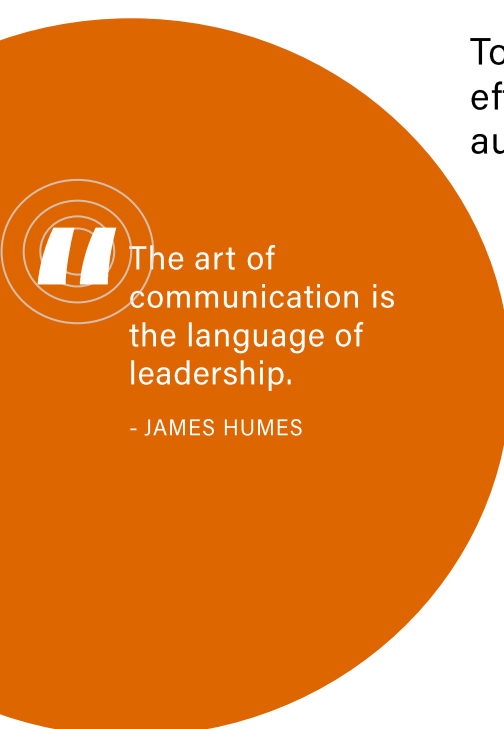
To enable the participants for enhancing the effectiveness of their communication and thereby augmenting the workplace communication flow.

Content

- ❑ Understanding communication basics.
- ❑ Becoming aware of one's Communication Style
- ❑ Identifying the barriers to effective communication
- ❑ Developing Workplace Communication Skills Set:
 - Managing harmony between Verbal and Non-Verbal
 - Use communication for Influence
 - Learn listening for understanding
 - Offering and receiving feedback
 - Essentials of Business Presentations

Who can Participate?

This program is designed for middle level executives of any organization including public sector, private sector and government organizations who have moved into managerial roles.



Methodology

The program is designed to facilitate experiential learning through interactive sessions, which are organized around case studies, group activities, discussions, psychometric instruments, exercises, films etc.

Duration

The Program starts at 9.30 AM on 9th September, and concludes on 11th September 2024 at 5.15 PM. The participants are expected to arrive in Hyderabad a day before commencement and may leave after the conclusion of the program or in the morning of the following day.

Venue

The program will be held at the Centre for Organization Development, Madhapur, Hyderabad. It is fully residential and the participants will be accommodated in single air-conditioned rooms at its campus.

Program Fee

The program fee is Rs.24,000/- + GST. The fee includes tuition, board and lodging, courseware and other facilities of the Centre like internet usage, well equipped gym etc. Local participants, not availing hostel accommodation, will be given a discount of Rs. 1,000/- per day for the duration of the program.

Last Date for Nominations

Friday, August 09, 2024

Certificate of Participation

The Centre issues a Certificate of Participation on conclusion of the Program.

COD Alumni Association

Participants of the Program will become members of COD Alumni Association.





Dr B Krishnamurthy

Dr. B. Krishnamurthy is Principal Advisor, Change Management and Transformation Area at COD. Dr BKM is an executive coach, a strategist, and a change management practitioner. Dr. BKM has worked with government, public and private enterprises for over 42 years. He is a certified PMP and PfMP from PMI USA, apart from several other global recognitions.

As head of the Center at Wipro Technologies, in Hyderabad, he was actively involved and has practical experience in several Green initiatives and CSR. He actively took part in multiple Green projects of HYSEA along with other leaders.

As member of NISG project team, Dr BKM has built 3 organizations from the ground up under the new Andhra Pradesh government in 2014-15. He had worked on mergers and acquisitions from due diligence to the successful integration of businesses. Dr. Krishnamurthy has created and delivered workshops to senior civil servants on managing e-governance programs. Dr BKM is the author of 4 books.

He holds a bachelor's and Master's degrees in Physics, an MTech from IISc, and a PhD from Bharathiar University.

About COD

Established in 1980, with the sole objective of disseminating knowledge in organization development and change management. The Centre for Organization Development (COD), is a not-for-profit management consulting, training and research organization, set up with the active involvement of public and private sector participation. COD over a period of four decades consulted over 500 Business Organizations.

COD does Consulting, Training and Research across the following four verticals of practice:

Service Offerings:

- Enterprise Growth & Scalability
- Leadership Development
- Change Management & Transformation
- Strategic Human Capital Management

CONTACT

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Program on
Unlocking the Code of Effective
Workplace Communication
(September 9-11, 2024)

Nomination Details

Name of the Organization: _____

Name of the Sponsoring Authority: _____

Address: _____

Mobile: _____ Email: _____

Nominee's Details:

S. No.	Name of the Participant	Age	Designation	Mobile & Email ID

REGISTRATION FEE PER NOMINATION

Rs.24,000/- plus 18% GST for residential participant

Rs.21,000/- plus 18% GST for non-residential participant

Group participation (3 or more) and member organizations of COD will get 10% off on the course fee.

The payment of fee may be made either by electronic transfer or crossed cheque/DD in favour of 'Centre for Organization Development' payable at Hyderabad.

Signature: