**PRIA WARRICK FINISHING ACADEMY**

**THE YOUNG CEO**

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| **Topic** | **\**  **Young CEO (Start outs)** |
| **Creating Lasting Impressions**   * Personality and its importance * Importance of Etiquette in the World of Business * Representing oneself effectively in front of clients, internal meetings or external forums. * Brand ambassadors * Self awareness/ introspection * Perfecting the visual resume |  |
| **Overcoming Shyness**   * Confidence Building * Getting rid of Complexes * Dealing with Self esteem * Developing emotional stability |  |
| **Leadership Skills & Etiquette**   * Team building * Stand out in the crowd |  |
| **Communication Skills**   * Conversational Skills * Topics to avoid * Art of making small talk * Developing Listening Skills |  |
| **Dining Etiquette (Theory+ Practical)**   * Corporate Table Manners * Do’s & don’ts of Dinning Etiquette * Eating with Cutlery * Table Manners for Indian food |  |
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| **Interview Etiquette- Level 1**  Group Discussion, Stress Interview, Mock Interview |  |
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| **Business Etiquette Level 1**   * Art of Greeting and Introduction * Business Card Protocol |  |
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| **Body Language: Image Enhancing**   * Art of Sitting, Standing, Waking (Role play) * How to carry yourself |  |