



**asci**  
Leadership through Learning

## ADMINISTRATIVE STAFF COLLEGE OF INDIA

Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, India  
Ph:0091-40-66533000 13 Lines, Telefax:(Programmes Office) 0091-40-23324365,  
Fax: 0091-40-66534356, email: poffice@asci.org.in, URL:http://www.asci.org.in

**Dr. Ashutosh Murti**  
Programme Director

September 14, 2017

**Programme on**  
**TEAM DYNAMICS: ACTIVITY BASED APPROACH**  
**(December 11-15, 2017)**

We have designed a programme, “Team Dynamics: Activity Based Approach” for helping middle level managers to succeed in unleashing the talent and potential for desired result.

The employees are a vital part of determining the success of changing organization. How any team operates, and how the team views itself and its organization, are too important to leave to chance—*that’s why looking at a few critical factors can bring big dividends to team performance.* Quite importantly, today’s successful managers are willing to adapt and improve team performance by sharpening their own leadership team development skills. The programme helps managers to understand and emerge as engaging manager that creates confident, inspired, empowered, and enthusiastic teams. The centre stage of the programme revolves around self-development in leading teams. The programme is uniquely designed based on the principle of “flipping the training session”, which will establish that learning happens not with a trainer, but by giving practitioners access to discover things on their own through activity/simulation based learning. The pedagogy of this training is designed to accelerate your abilities for practical functioning and creative thinking.

The programme brochure and a nomination form are enclosed. Photocopies of the nomination form can be used for multiple nominations. Early nominations are advised to ensure that their nomination is considered on a first-come-first served basis. Kindly contact my office/Programmes Office for nominations and clarifications.

Please note that the nominees are requested to carry with them the proof of Medical Insurance. The Sponsoring Agency is required to endorse the nominee’s medical coverage in the event of hospitalization.

With best wishes,

**Ashutosh Murti**

Encl: Programme Brochure & Nomination Form

Programme on

# Team Dynamics – Activity Based Approach

December 11–15, 2017



**Administrative Staff College of India**

## PROGRAMME OVERVIEW

If we are to succeed in unleashing the talent and potential of our people, then we must first understand their desired results and how these are aligned with their organizations top goals. Managers in past often delegated change, but did not follow it. Today's successful managers are willing to adapt and improve team performance by sharpening their own leadership team development skills. This management training programme empowers you to practice the skills you need to stop pushing and start pulling. By taking this programme you will become an engaging manager that creates confident, inspired, empowered, and enthusiastic teams. The centre stage of the program revolves around self-development in leading teams.

## IMPACT

- ◆ Improve your performance by strengthening your management skills
- ◆ Ability to manage and lead teams more effectively
- ◆ Team Analysis and strategic plan for effective teamwork
- ◆ Understanding of team and group behaviour
- ◆ Develop a management style that suits your unique personality
- ◆ Handle difficult management situations with greater certainty in your decisions

## THE LEARNING MODEL

Leading and working in Teams is designed to give managers the skills needed to overcome group challenges, maximize team performance and achieve the results that matter most for success. The session is

designed based on the principle of “flipping the training session”, which will establish that learning happens not with a trainer, but by giving practitioners access to discover things on their own through activity/simulation based learning. The pedagogy of this training is designed to accelerate your abilities for practical functioning and creative thinking.

## PARTICIPANT PROFILE

The Programme is designed to cater to the need of Leaders of cross-functional teams, Leaders/ Managers responsible for creating team-based organizational systems, Team members who can influence leadership & collaboration on teams in public and private sector, government departments and service organisation.

## VENUE

The Programme is fully residential and the participants will be accommodated in air-conditioned single rooms. However, the College does not provide accommodation for the family. Transport between Airport /Railway Station and venue will be arranged by the College. The College is WiFi enabled in a comprehensive way.

## DURATION

The Programme is from **December 11 - 15, 2017**. The participants are expected to arrive a day before and may leave after the completion of the programme.

## PROGRAMME FEE

Rs. 54,000/- (US \$1840 if foreign) plus 18% GST per participant will be charged to cover tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

Rs. 46,500/- plus 18% GST will be charged per Indian participant (not availing hostel accommodation) to cover tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

A discount of 10% on the Programme fee for three or more participants from the same organisation will be given, provided the payment is made in to our Bank account before Friday December 08, 2017. Bank details are given below.

#### For Foreign Participants:

Receiver's	Bank of America, New York (SWIFT: BOFAUS3N)
Correspondent Bank	Via Chips ABA 0959 for Account UID 002473 Via Fedwire 026009593
For Credit of	State Bank of India, Treasury Department, Mumbai, India,  SWIFT BIC – SBININBBH04Nostro A/c No.6550992180.
Ultimate Beneficiary	Administrative Staff College of India Account No.62090698960 State Bank of India Bellavista Branch Raj Bhavan Road, Hyderabad.

#### For Indian Participants :

Bank Particulars	
Bank Name	State Bank of India
Address line 1	6-3-1092, 1st floor, A Block
Address line 2	Bellavista Branch, Raj Bhavan Road)
Address line 3	Hyderabad – 500 082

Beneficiary A/c Name	Administrative Staff College of India
Bank Account Number	62090698675
Bank MICR No	500002306
NEFT IFSC Code	SBIN0020063

#### **Organisational sponsorship is essential**

**Note: Details of Bank / Wire transfer may be sent to fo@asci.org.in for confirmation.**

#### **MEDICAL INSURANCE**

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominee's medical coverage in the event of hospitalization.

#### **LAST DATE FOR NOMINATION**

Please use the prescribed/attached form. Last date is **November 27, 2017**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

#### **LAST DATE FOR WITHDRAWAL**

**December 04, 2017**. Any withdrawals after this date will entail forfeiture of fee paid, if any.

#### **ASCI ALUMNI ASSOCIATION**

Participants of the College programmes will automatically become members of the ASCI alumni association.

#### **CERTIFICATE OF PARTICIPATION**

The College issues a Certificate of Participation on conclusion of the programme.

**Programme Director**

**Dr. Ashutosh Murti**

E-mail: ashutosh@asci.org.in

# ASCI Management Development Programs for 2017-18

## MANAGEMENT DEVELOPMENT PROGRAMMES

MDP for Women Executives	20/Nov/2017	24/Nov/2017
General Management Programme for Senior Executives (SEC) - 130	08/Jan/2018	02/Feb/2018
ASCI-NRCC Joint Certification Course on Improved Management of Land Acquisition, Resettlement & Rehabilitation (LARR)	29/Jan/2018	09/Feb/2018

## ECONOMICS

Financial Systems, Management and Accountability in Government - New Delhi	13/Nov/2017	17/Nov/2017
--	-------------	-------------

## FINANCE

Credit Monitoring & Follow-up in Banks/Financial Institutions	22/Nov/2017	24/Nov/2017
Finance for Non-Finance Executives	04/Dec/2017	06/Dec/2017
Strategies for Cost Leadership	08/Jan/2018	10/Jan/2018
Treasury and Risk Management in Banks/Financial Institutions	22/Jan/2018	24/Jan/2018
Business Collaborations - Strategic Alliances, Joint Ventures and Acquisitions	29/Jan/2018	31/Jan/2018
Business Risk Management	05/Feb/2018	09/Feb/2018
Advanced Financial Management	12/Feb/2018	14/Feb/2018
Evaluating and Financing Public Private Partnership Projects	26/Feb/2018	2/Mar/2018

## HEALTHCARE MANAGEMENT

Certificate Course in Healthcare Quality	10/Jan/2018	12/Jan/2018
--	-------------	-------------

## HUMAN DEVELOPMENT

Best Practices and Innovations in Health Care Delivery	15/Nov/2017	17/Nov/2017
Educational Leadership for Senior Level Officials of Universities/Educational Institutions	22/Jan/2018	24/Jan/2018

## HUMAN RESOURCE MANAGEMENT

Effective Trade Union Management	06/Nov/2017	10/Nov/2017
Improving Work Culture	20/Nov/2017	22/Nov/2017
Good Governance and Sustainability through HR Practices	27/Nov/2017	29/Nov/2017
Individual Excellence for Organizational Effectiveness	27/Nov/2017	01/Dec/2017
Leadership Engagement and Development	04/Dec/2017	08/Dec/2017
Conflict Management and Negotiation Skills	11/Dec/2017	13/Dec/2017
Team Dynamics- Activity Based Approach	11/Dec/2017	15/Dec/2017
Leadership Skills Development	18/Dec/2017	22/Dec/2017
Values Driven Leadership	08/Jan/2018	10/Jan/2018
Effective Learning and Development	08/Jan/2018	12/Jan/2018
Communication Skills for Managers	29/Jan/2018	02/Feb/2018
Building and Leading Effective Teams	05/Feb/2018	09/Feb/2018
Enhancing Interpersonal Effectiveness through Transactional Analysis	05/Feb/2018	07/Feb/2018
Positive Organizational Behaviour	12/Feb/2018	14/Feb/2018

Strategic Human Resource Management with International Study Tour (Singapore and Malaysia)	12/Feb/2018	24/Feb/2018
Decision Making for Effective Leadership	19/Feb/2018	23/Feb/2018
Strategic Human Resource Management	26/Feb/2018	02/Mar/2018
Managing Creativity & Innovation	05/Mar/2018	07/Mar/2018

## INFORMATION TECHNOLOGY

Leveraging Big Data and Analytics	20/Dec/2017	22/Dec/2017
IT Enabled Knowledge Management	29/Jan/2018	31/Jan/2018
e-Learning and Digital Education	26/Mar/2018	28/Mar/2018

## INFRASTRUCTURE DEVELOPMENT

Homes for All: Attaining the National Agenda	23/Nov/2017	25/Nov/2017
Urban Infrastructure Project Preparation and Management	22/Feb/2018	24/Feb/2018

## INNOVATION AND TECHNOLOGY

Strategic R & D Management	11/Dec/2017	13/Dec/2017
Managing Strategic Innovation	22/Jan/2018	24/Jan/2018

## MARKETING

Customer-Centric Brand Management	04/Sep/2017	06/Sep/2017
Creating Social Value Through Corporate Social Responsibility	11/Dec/2017	13/Dec/2017

## OPERATIONS

Procurement Procedures for The World Bank Aided Projects	06/Nov/2017	17/Nov/2017
Materials and Supply Chain Management	27/Nov/2017	01/Dec/2017
Project and Contract Management	08/Jan/2018	12/Jan/2018
Procurement Procedures for The World Bank Aided Projects	12/Feb/2018	23/Feb/2018

## PUBLIC POLICY GOVERNANCE AND PERFORMANCE

Translating Entrepreneurship to Enterprise	04/Dec/2017	08/Dec/2017
Rama Rao		

## STRATEGIC MANAGEMENT

Driving Performance through Transformational Leadership	19/Feb/2018	23/Feb/2018
---	-------------	-------------

## URBAN GOVERNANCE

International Training Programme on Smart Cities – Study Tour: (India & China)	23/Oct/2017	31/Oct/2017
Towards Universal Sanitation in Urban Areas	11/Dec/2017	13/Dec/2017
GIS for Urban Development	18/Jan/2018	20/Jan/2018
Public Private Partnership in Urban Infrastructure & Service Delivery	07/Feb/2018	09/Feb/2018
Integrated Solid Waste Management	12/Mar/2018	14/Mar/2018



## Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,  
Hyderabad - 500 082, India.

Telefax (Programmes Office) : 0091-40-23324365

Phone : 0091-40-66534247, Fax : 0091-40-66534356

## Delhi Campus

C-24, Institutional Area  
South of IIT, Behind Qutub Hotel

New Delhi-110 016.

Tel: 011-26962204, 26961750, 26961850

[www.asci.org.in](http://www.asci.org.in)



**ADMINISTRATIVE STAFF COLLEGE OF INDIA**  
 Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

## Nomination Form

Programme on

### TEAM DYNAMICS: ACTIVITY BASED APPROACH

(December 11-15, 2017)

#### Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
		Home :	_____
e-mail :	_____	Fax :	_____

#### Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN :	_____
Address :	_____
	Pincode : _____
Phone(s) :	(Off) : _____ (Mobile) : _____
e-mail :	_____ Fax : _____

#### Fee Particulars

Amount Payable :	Mode of Payment (DD/Chq/NEFT) :
Name of the Bank :	Date of Instrument/Transfer :
Instrument Number :	UTR Number for NEFT :

#### Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto

**Note :** Coverage should be available in Hyderabad, India

Signature of the Sponsoring Authority :

NOTE : Forward nomination form to : **Ms. V. Naga Swapna, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Telefax: 0091-040-23324365, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in