

Programme on

# Decision Making for Effective Leadership

YES PLEASE

NO, THANK YOU

March 8 - 12, 2010

Administrative Staff College of India

## BACKDROP

All it takes is one decision to alter the entire state of business. Considering the magnitude of this observation, it becomes extremely important for leaders to become smart decision makers. This higher-order cognitive ability is one of the chief ingredients of effective leadership. In this competition-infected era, the difference between a good decision and a bad one can cost a company dearly. It could even mean the end of a company's supremacy. This is reason enough to take decision-making seriously.

Decision making requires analytical thinking and thorough understanding of the issue on hand. There are several techniques that foster effective decision making. This programme familiarizes the participants with the various techniques of decision making. It will also provide them with a platform to practice the skills learnt.

## OBJECTIVES

The objectives of the programme are to:

- Provide an overview on the process of Effective Decision Making
- Enhance Decision Making Skills
- Foster Effective Leadership
- Effectively meet the challenges of changing business environment

## CONTENT

The Programme content would include the following:

- Process of Decision Making
- Decision Making Styles
- Individual vs. Group Decision Making
- Leadership for Effective Decision Making
- Problems in Decision Making
- Decision Making Techniques
- Creative Decision Making

## ANDRAGOGY

The Programme would be delivered through:

- Self-Exploratory Exercises
- Collaborative Tasks
- Practice Sessions
- Simulations
- Peer Coaching
- Interactive Sessions

## PARTICIPANT PROFILE

The programme is designed for middle and senior level managers across functions from different sectors. This programme would prove beneficial for managers who are involved in the decision making processes of a company.

***Organizational sponsorship is essential.***

## VENUE

The Programme is fully residential and the participants will be accommodated in single air-conditioned rooms in the Bella Vista or the College Park Campus of the College at Hyderabad. The College does not provide accommodation for the family. Transport between Airport / Railway Station and Campus will be arranged by the College.

## DURATION

The Programme duration is from **Monday, March 8, 2010 to Friday, March 12, 2010**. The participants are expected to arrive a day before the commencement and may leave after the conclusion of the programme.

## PROGRAMME FEE

RS. 30,000/- (US \$950 if foreign) plus Service Tax @10.30% per participant will be charged to cover tuition, board and lodging, courseware and other facilities of the College including Internet usage. Local participants not availing hostel accommodation will be given a discount of RS.1,000/- per day for the duration of the programme.

A concession of ten per cent is given to the second nominee and onwards.

A ten per cent concession is also given to a woman participant, either as a lone nominee or by treating her nomination as a first nominee in a group of nominations.

***The College is exempted from Income Tax, and hence TDS should not be deducted.***

## LAST DATE FOR NOMINATION

The nomination form duly filled in along with the Demand Draft made out in favour of "**Administrative Staff College of India**" payable at Hyderabad should reach the **Programmes Officer** by **February 22, 2010**.

## LAST DATE FOR WITHDRAWAL

**March 1, 2010**. Any withdrawals after this date will entail forfeiture of fee paid.

## ASCI ALUMNI ASSOCIATION

Participants of College Programmes will automatically become members of ASCI Alumni Association.

## CERTIFICATE OF PARTICIPATION

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

Programme Director

**Dr P Subhashini**  
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## ASCI MANAGEMENT DEVELOPMENT PROGRAMMES

### GENERAL MANAGEMENT

MDP for Women Executives	04-Jan-1008-Jan-10
GMP for Senior Executives - Session -114	11-Jan-1005-Feb-10

### FINANCE

Finance for Non-Finance Executives	18-Jan-1020-Jan-10
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### HUMAN RESOURCE

Leadership and Organisation Development	04-Jan-1008-Jan-10
Strategic Human Resource Management	18-Jan-1022-Jan-10
Communication Skills for Managers	25-Jan-1029-Jan-10
Team Building and Conflict Management	01-Feb-1005-Feb-10
Personal Growth for Effective Leadership	08-Feb-1012-Feb-10
Enhancing Managerial Effectiveness	22-Feb-1026-Feb-10
Decision Making for Effective Leadership	08-Mar-1012-Mar-10
Effective Trade Union Management	22-Mar-1026-Mar-10

### INFRASTRUCTURE

Public Private Partnership	01-Mar-1005-Mar-10
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### INFORMATION TECHNOLOGY

IT Enabled Knowledge Management	24-Feb-1026-Feb-10
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### INNOVATION & TECHNOLOGY

Innovation Management	03-Mar-1005-Mar-10
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### MARKETING

Sales Management	04-Jan-1008-Jan-10
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### OPERATIONS

Project & Contract Management	25-Jan-1029-Jan-10
Procurement Procedures for World Bank Aided Projects	08-Feb-1019-Feb-10

### URBAN GOVERNANCE

Strengthening Urban Management in India	18-Jan-10 22-Jan-10
Change Management for Achieving Continuous Water Supply (24/7) for All in Urban Areas	25-Jan-10 29-Jan-10



## ADMINISTRATIVE STAFF COLLEGE OF INDIA

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