



PRANVISTM

An ISO 9001:2008 Company

Communication Skills Training

Pranvis Academy of Training and Development
(A Division of Anarghya ETech Solutions Pvt Ltd)

About Pranvis

Pranvis Academy of Training and Development is a division of Anarghyaa Etech Solutions Pvt Ltd, a 9001:2008 company, headquartered in Bangalore. We are proud member of NASSCOM and ASSOCHAM.

Our Mission

- » Create Exemplary Trainers and Coaches
- » Deliver World Class Training and Coaching.
- » Inspire, Empower and Transform people with Knowledge, Skills and Attitudes

Our Vision

- » Be the first choice for Training and Development
- » Have a dominant share in the training industry for next-gen training solutions
- » Bring out the best by Collaborating with students, individuals and Working Professionals to be a Peak Performer.
- » Be the first choice for Training and Development



About Pranvis

Our Team

- » Our Trainers and Coaches are a team of experienced professionals with strong educational background.

Our Services

- » Conducting Need Analysis
- » Soft Skills Training Programs
- » Behavioural Skills Training Programs
- » Leadership Training
- » Executive Coaching
- » Presentation Coaching
- » Entrepreneurship Coaching
- » Behavioural Observation using Outbound Methodology
- » Psychometric Assessment
- » 360° Feedback for Leadership Development

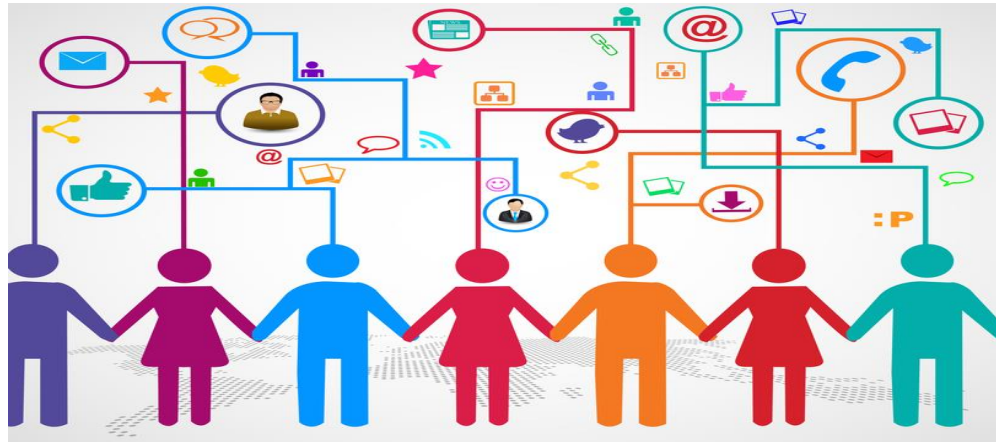


Trainings offered by Pranvis

- » All the trainings offered by Pranvis Academy of Training and Development are Evidence Based programs.
- » The training programs encompasses wide range of skills that are integral part of the business.
- » Our training programs are designed to equip our participants with the skills, behaviours and competencies required for success in the corporate world.

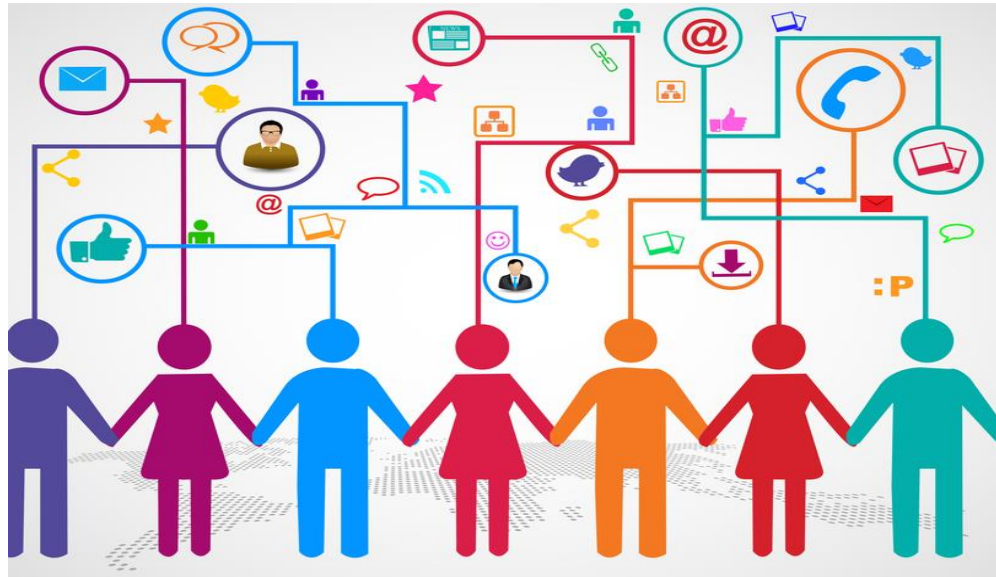


Communication Skills



- » In today's competitive business world, effective communication skill is more essential than ever before.
- » It is the foundation on which companies and careers are built and a crucial component of lasting success. Whether it's a face-to-face conversation or a professionally written e-mail exchange, a meaningful message entails establishing a connection that leaves a powerful impression.
- » Effective communication is about more than just exchanging information; it also about understanding emotions behind the information.

Communication Skills



- » Effective communication can improve relationships at home, work, and in social situations by deepening your connections to others and improving teamwork, decision-making, and problem-solving.
- » It enables you to communicate even negative or difficult messages without creating conflict or destroying trust.



Objective



At the end of the training participants will be able to:

- » Identify communication dynamics
- » Enhance verbal and non-verbal communication
- » Effective body language
- » Effectively build rapport
- » Enhance listening and questioning skills



Training Module



- » Perception
- » Communication basics
- » Barriers of Communication
- » Verbal and non-verbal communication
- » Build Rapport for effective communication
- » Listening skills
- » Asking powerful questions
- » Effective Feedback
- » Body Language
- » Communication across Cultures



Training Resources



- » Minimum Number of participants: 15
- » Training will be conducted by PRANVIS at the venue organized by the client
- » Training Aids – Projector, Mic and speakers etc.,
- » Folders / File to store the information
- » Writing Pad and pens for trainees
- » To and Fro charges, accommodation of the trainer to be paid by the client as per the actuals, if the training is to be conducted out of Bangalore



Training Process

Step 1

- Psychometric Assessment (Optional)

Step 2

- Gap Analysis in terms of Skills, knowledge or Attitude

Step 3

- Identify training module to fill the gap

Step 4

- Conduct the training

Step 5

- Evaluate the progress

Step 6

- Coaching to support the Leader in the path of learning

Training Methodology

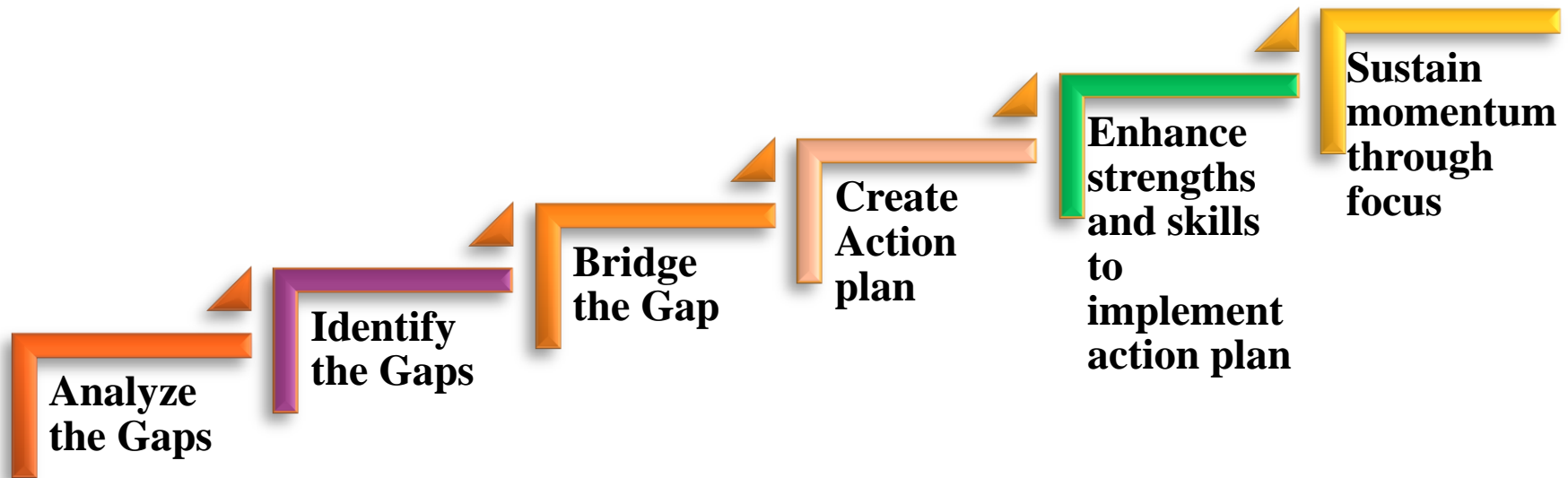


Training Methodology

- » We customize the content of each based on the objectives and the desired result expected by key stakeholders, to ensure transfer of learning to the workplace.
- » Our training methodology caters to all learning styles and stages. We use PowerPoints, encourage group discussions, discuss case studies, role-plays, exercises, etc.
- » We follow Adult Learning Principles to ensure all our training programs are experiential
- » Conduct Post Training Evaluation – Knowledge or Attitude or Skills or Habits
- » Create action plan for continuous learning
- » Support the team with coaching tools



Training Methodology



Other Trainings offered by Pranvis

- » Leadership Training
- » Presentation Skills
- » Business Etiquette
- » Train the Trainer
- » Creative Thinking
- » Personal Effectiveness
- » Goal Setting
- » Negotiation Skills
- » Emotional Intelligence
- » Transactional Analysis
- » Personal Branding
- » Assertiveness
- » Motivation
- » Effective Selling
- » Sales with NLP
- » NLP Trainings
- » Coaching
- » Leaders as Coach



Trainings offered by Pranvis

- » Team Building
- » Time Management
- » Stress Management
- » Change Management
- » Conflict Management
- » Project Management
- » Interpersonal Skills
- » Interviewing Skills
- » Customer Relationship Management
- » Finance for Non-Finance
- » Campus to Corporate
- » Public Speaking
- » Situational Leadership
- » Manager to Leader
- » Outbound Training



Some of Our Certification Courses

- » Certified Soft Skills Trainer
- » Certified Behavioural Skills Trainer
- » Certified Master Trainer
- » Certified Life Coach
- » Certified Executive Coach
- » Certified NLP Practitioner
- » Certified NLP Trainer
- » Certified HR Professional
- » Certified Voice and Accent Trainer
- » Certified English Trainer for Business Communication



Our Coaching Solutions



- » Life Coaching
- » Executive Coaching
- » Entrepreneurship Coaching
- » Leadership Coaching
- » Business Coaching



Thank you



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