



Andhra Pradesh Human Resource Development Institute
(Govt. of Andhra Pradesh)

Three Day Residential Training Programme on
“Team building & Problem solving”
(in association with DoPT, GoI)

Venue: AP HRDI, Bapatla, Guntur Dist.

29 – 31 October, 2019

Programme Schedule

Prog. Code: APHRDI/DoPT/24/19

| Thursday :: 29.10.2019 | | |
|-----------------------------------|--|--|
| Time (Hrs) | Speaker | Topic |
| 09:30 - 09:45 | Sri D Chakrapani, IAS (Retd.) Director General & Ex-officio Secretary to GAD, AP HRDI | Welcome Address Programme Over view |
| 09:45 - 11:15 | Sri V. Sree Kiran Babu Corporate Trainer Visakhapatnam | Introduction to Teams - Understanding Team dynamics - Team’s influence on Organization (includes Case Studies) |
| Coffee/Tea : 11:15 – 11:30 | | |
| 11:30 – 13:00 | Sri V. Sree Kiran Babu Corporate Trainer Visakhapatnam | Techniques to build better teams - Role of a Team Leader - Communication skills in a Team (includes activities) |
| Lunch: 13:00 – 14:00 | | |
| 14:00 – 15:30 | Sri Raajh Shekhar Corporate Trainer Hyderabad | Setting Goals for the Teams - Motivating the Team - Performance appraisal (includes activities) |
| Coffee/Tea: 15:30 – 16:00 | | |
| 16:00 – 17:30 | Sri Raajh Shekhar Corporate Trainer Hyderabad | - Interpersonal Skills for Teams - Handling the Team challenges (includes Case Studies) |
| Friday :: 30.10.2019 | | |
| Time (Hrs) | Speaker | Topic |
| 09.30 – 11.00 | Sri V. Sree Kiran Babu Corporate Trainer Visakhapatnam | Problem Solving : - Understanding “What is a Problem” - Types of Problems in Organizations - Understanding Size of Problem - 80:20 of Problem Solving - Problem Solving Methods |

| Coffee/Tea : 11:00 - 11:30 | | |
|-----------------------------------|--|---|
| 11:30 - 13:00 | Sri Raajh Shekhar Corporate Trainer Hyderabad | Activities : - Helium Stick - Save your Dream - Save your Stance - Reach your Goal as a Team |
| Lunch: 13:00 - 14:00 | | |
| 14:00 - 15:30 | Sri V. Sree Kiran Babu Corporate Trainer Visakhapatnam | Debriefing of all the activities |
| Coffee/Tea : 15:30 - 16:00 | | |
| 16:00 - 17:30 | Prof. V Viswanadham Retd. Professor, Osmania University, Hyderabad | Leadership qualities |
| Saturday :: 31.10.2019 | | |
| Time (Hrs) | Speaker | Topic |
| 09:30 - 11:00 | Prof. V Viswanadham Retd. Professor, Osmania University, Hyderabad | Team building |
| Coffee/Tea : 11:00 - 11:30 | | |
| 11:30 - 13:00 | Sri Raajh Shekhar Corporate Trainer Hyderabad | - Leadership Skills for managing teams - Leadership activity |
| Lunch: 13:00 - 14:00 | | |
| 14:00 - 15:30 | Sri V. Sree Kiran Babu Corporate Trainer Visakhapatnam | Activities : - Psychometric test |
| Coffee/Tea : 15:30 - 15:45 | | |
| 15:45 - 17:15 | Sri Raajh Shekhar Corporate Trainer Hyderabad | Group wise Presentation by the Participants on the pre-assigned topics Review of the Presentations made by the Participants & Feedback |
| 17:15 - 17:30 | Feedback & Valedictory | |