

Personal Grooming Syllabus (PH02)

Scope: This program is specially designed to polish the image of company personnel and individuals. It is inculcated in and impress upon the participants the importance of developing the RIGHT image of themselves to the people they meet. Through the intrinsic inter-personal values and extrinsic social skills, participants will project an image consistent with their organizational goals and further enhance their personal image.

Course Outcome: The course has four major learning objectives. Upon completion of this course a student should be able to:

1. Develop a professional image that will be in accordance to the business environment
2. Master the fundamentals of professionalism, business etiquette and protocol
3. Learn the art of looking confident, friendly and approachable through our body language
4. Develop a sense of professionalism and dressing with style

10 Hours

Unit I

INDIVIDUAL IMAGE AND CORPORATE IMAGE

Role and responsibility in organization. Understanding corporate image. Image as communication tools Setting expectations. Introduction and understand the important of personal & corporate image

10 Hours

Unit II

PERSONAL BRANDING THE WINNING PROFESSIONAL IMAGE

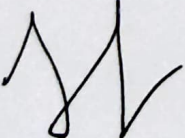
What is personal branding? How it is associated to corporate personality. Why does it matter The first impression. The habit of a warm/sincere smile. Packaging a total winning image The 5 Cs to a professional image.

10 Hours

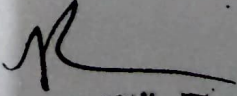
Unit III

POSTURE FOR IMPACT TO CREATE CONFIDENCE

Importance of good posture, understanding body language, Developing positive facial expressions and eye contact, Hand gestures, leg positions and gesture clusters. High density/low density smiles that speak volumes, correct your posture in standing, sitting and walking. A simulation. Practice of posture, speaking and self-positioning.


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Unit IV

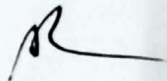
10 Hours

CORPORATE IMAGE THROUGH CORRECT DRESSING CODE

Body basic Wardrobe planning, Accessorizing, Various fashion - The elements of style, the power of cut, colour and cloth, what to look for in quality and price. How to know the correct shirt, jacket, trousers size. Dressing correctly for various occasions Dress for success



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Department of Pharmacy

4 Jan 2021

CIRCULAR

VALUE ADDED COURSE (Personal Grooming)- B.Pharm

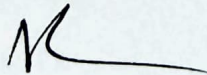
Student of B.Pharm IInd Year are hereby informed you that "Personal Grooming" classes are scheduled from 5 Jan 2021 in your respective classroom, Academic Block-III.

Schedule:

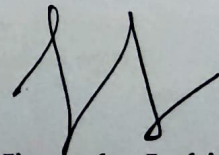
- Time Slot: 03:00 PM to 05:00 PM
- Key Speaker: Ms. Maulshree Bhandari
- Duration: 2 hrs

Program Overview:

Grooming sessions help students to prepare themselves for their upcoming corporate life where they can be presentable. It enhances their basic interview etiquettes, body language and communication skills. Overall enhancement of a student carves him into a confident and skilled person.

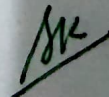


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Mr. Himanshu Joshi
(HOD)

Head of Department
Invertis Institute of Pharmacy
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Personal Grooming

Organised by:-

Department of Pharmacy

Program:- B Pharm II

Jan5-May 7 2021

2:00 TO 3:00PM



MOD:

Mr. Himanshu Joshi

Head of Department
Invertis Institute of Pharmacy
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Key Speaker :

Mrs. Maulshree Bhandari

Personal Grooming

Course Overview:

Personal grooming helps in enhancing an individual's self esteem and also goes a long way in developing an attractive personality. Personal grooming refers to an art which helps individuals to clean and maintain their body parts. Human beings need to wash, clean their body parts to look good and for personal hygiene as well. Overall enhancement of a student carves him into a confident person.