2026

TRAINING CATALOG

PT NARAPATIH INSPIRATAMA

NARAPATIH
KAMANDATU ARUPADATU NARAPATIH

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Introduction

Narapatih & Associates (PT Narapatih Inspiratama) engaged in the field of Training, Coaching, Assessment, and Consultancy in the field of Human Resources (HR), Communication, and Leadership (Leadership). The forerunner of Narapatih was established in 2004, which was started by a combination of several trainers and consultants in the field of HR and trainers in the field of NLP and Hypnotherapy, who then began to move in public training in topics related to HRD (Interview Engineering, Communication, Public Speaking, etc) and empowerment of the subconscious mind (Hypnosis, Hypnotherapy, Forensic Hypnosis, etc).

After going through tens of thousands of hours of flying together, several senior partners agreed to create a formal institution, which uses native archipelago resources, both from the basic material of the program to the name of the Institute. In 2008, PT. Narapatih Inspiratama with the aim to participate in efforts to improve the quality of the National HR, in the face of increasingly fierce global competition, with the quality of work methods and international standard results.
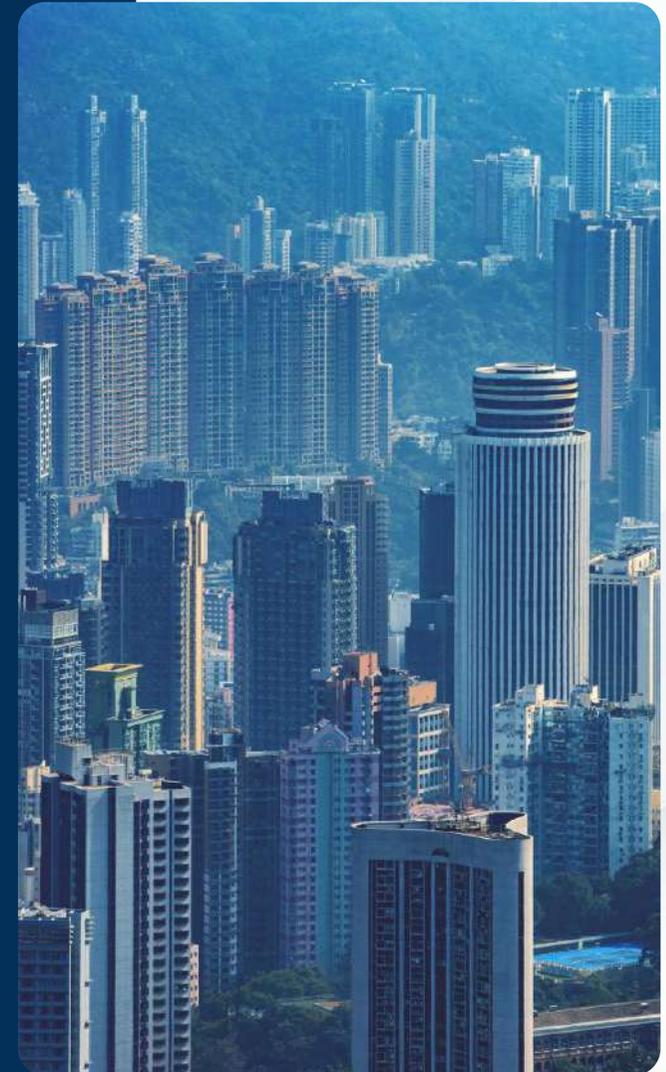
PROGRAM FRAMEWORK

This framework can utilize a variety of different tools such as applications, e-learning, roleplay, simulations, and new methods to support the needs of individuals and teams in achieving desired targets.

EXPERIENCE 70%

OTHERS 20%

STRUCTURED COURSE & PROGRAMS 10%

01
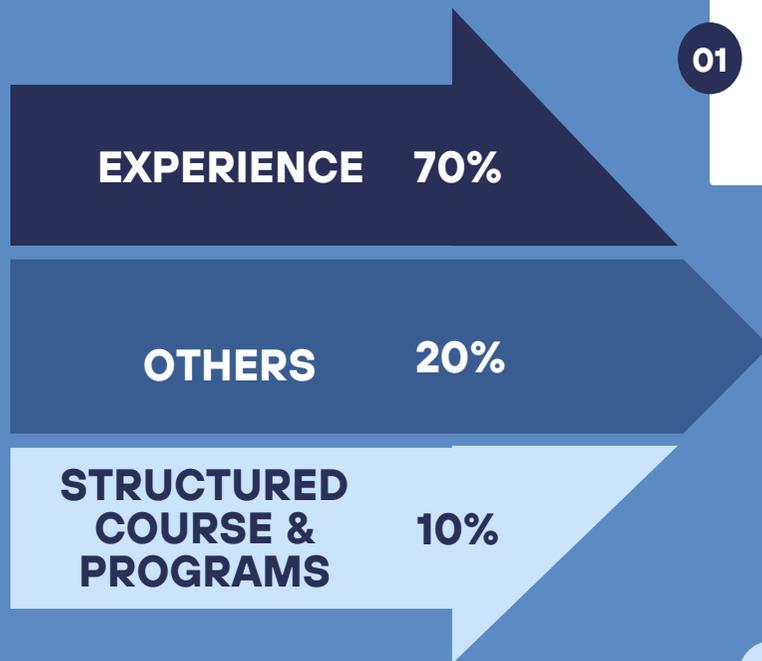
Learn & Develop Through Experience

On-the-job experience applying new learning in real situations **solving problems**, special assignments, **project reviews**, reading guides & manuals, new work within role, **increased span of control,** exposure to oter departments and roles **stretch assignments**, community activities.

02

Learn & Develop Through Others

Mentoring, **reverse monitoring coaching**, informal feedback, **internal and external networks teamwork**, professional associations **action learning.**

03

Learn & Develop Through Structured Course & Programs

Structured programmes, activity-based **workshops, seminars** and masterclasses, **professional development**, business schools, **eLearning** modules and courses.

3A – TRAINING DELIVERY FRAMEWORK

		Learning			
Cycle	Approach	Knowing	Understanding	Streching	Experiencing
		Existing		Predictive	
	Behavior	Old Behavior Homestatic	Aware	Accept	Action	New Behavior Sustainable
	Conveyance	Pre-assignment Lecturing Discussion	Discussion Presentation Challenge Evaluation Conclusion		Post-assignment Monitoring Evaluation Coaching

Framework 3A (Triple A Framework) is Narapatih delivery training framework program that used in achieving the objectives set in an organization. This framework utilizes a variety of different tools such as apps, e-learning, roleplay, simulation, and various new methods to support the needs of individuals and teams in achieving the desired targets.

AWARE

A first is **AWARE**. Changes in ways of thinking, changes in how to control the situation at hand, first of all it is necessary to build awareness (AWARE) to its position (STATE) and choices (CHOICE) they have.

ACCEPT

A second is **ACCEPT**. After realizing the positions and choices they have, the next is accept (ACCEPT) the conditions and choices that exist as a truth.

ACTION

A third is **ACTION**. After the two stages are understood clearly and precisely, then ACTION appears

OUR SIGNATURE PROGRAMS

Investigative Interview

Ethical Hacking & Cyber Security

Story-Telling With Data Series

Professional Digital Data Analysis Series

Influencing Communication Series

Personal Mastery Series

Public Speaking & Personal Branding

Robust & Negotiation Skill Series

Assessment Program

Graphology & Grafonomhy

PROGRAM METHODOLOGY

Excercise & Roleplay

Sharing & Discussion

Coaching & Insigh

Small Interactive Games

Case Study & Simulation

Pre & Post Program Support

Audio Visual Support

Conceptual Interview

20%

Theory

80%

Practice Outdoor & Indoor

PROGRAMS CATEGORY

01 Motivational

02 Communication

03 Management

04 Interview

05 Leadership

06 Programs, Training Studio & Mastery Application

10

Emotional Intelligence for Effective Managers

Objective	Recognizing and Managing Personal Emotions
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

Developing emotional intelligence skills for managers by enhancing self-awareness, empathy, and interpersonal relationships, creating a positive and productive work environment, and making a significant positive impact on their team members.

11

The Power of Togetherness | Building a Solid Teamwork

Objective	**Building fundamental spirit for a solid teamwork**
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

Teamwork becomes the strength synergies from several people to achieve a one desired goal. Teamwork will unify the ideas that will lead to success and makes the ordinary people to achieve an outstanding results.Also as a great tool to unite various of talents and provides the innovative solution in established approach.

Strength In Collaboration

Objective	Working coopertively with others in work towards common goals
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

Collaboration makes the ordinary people achieve an outstanding results. Also as a great tool to unite various of talents and give the innovative solution in established approach.

The diverse skills and comprehension by the member adds value to make the collaboration more beneficial than a brilliant individual alone.

13

Building a Great Mentality

Objective	**Building the strong mindset to achieve personal and professional succes**
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

GRIT is how an individual mantains their perseverance and enthusiasm to achieve a long term goals even there are obstacles, challenges, hardships and desperation. GRIT is a personality that has a contribution to great accomplishment.

Individual who has an elevated GRIT will shown consistency that makes themselves not easily change their mind, not easily distracted, also remains steadily and persistent to their goals even if they are facing lots of challenges and failures in the process.

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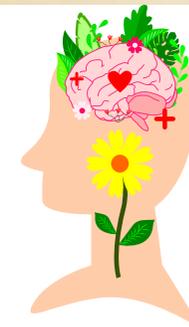
Emotional Intelligence

Objective	**Developing self awareness and self management of personal emotions**
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

Offering comprehension, skills, and awareness for the employees to have an empathy and ethical work behaviour in their self-integrity that enhanced by the emotional intelligence from the intrapersonal sides (self-awareness and self-control) and intrapersonal (interpersonal relationships).

And developing the skills with emotional intelligence, also managing the emotions and the minds.

15

Winning Spirit

Objective	Building fundamental spirit for motivation and change
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

Breaking the awareness of participants to the changes that occur, so that they have the mindset to be able to motivate themselves and adapt to change. Positive spirit and motivation to be able to deal with change is very influential in achieving success.

16

Winning Attitude

Objective	**Setting constructive attitude for sustainable motivation**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 Day | 2-8 hours

Ignite participants' self-awareness to present their best sides as human beings (Become a Better You). Participants will have a winning mentality and great personal vision in their lives, which will be linked to the company's vision.

Winning Character

Objective	**Enrolling positive character to create big change on personal's life**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 – 2 Days

Participants focus on increasing their capabilities by deepening their personal vision, focusing energy, developing patience and looking at reality objectively. Participants are taught not to reduce their vision in responding to circumstances and encourage participants to be able to choose.

18

Personal Mastery

Objective	Mastering to have a positive mentality (optimism, happiness, etc)
Target	Personal
Remark	Classroom program
Duration - Time	1 Day | 2-8 hours

A set of specific principles and practices that enables a person to learn, create a personal vision, and view world objectively, we need to differentiate between vision, goals, and objectives. A vision is an image of future that you desire. Specific goals and objectives may serve to help you achieve the vision.
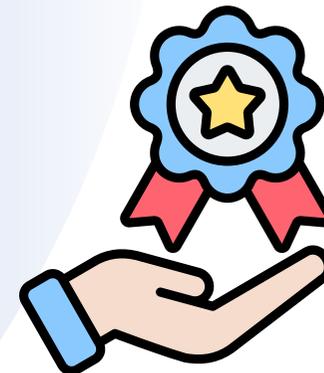
Self-Leadership & Personal Mastery

Objective	**Mastering the art of self leadership before leading others**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 Day | 2-8 hours

Prepare individuals to be able to develop their potential in leading themselves before leading others. So that it can contribute well to the team or organization. And can improve communication skills and reduce conflicts.

20

Power of Positive Thinking

Objective	**Undestanding the impact of positive thinking and know-how to have it**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Positive thinking can improve participants' results achievements. Increasing demands for performance and change, it is very important for participants to understand and master the skills, techniques, and methods of positive thinking.

Building Synergy Through Collaboration

Objective	**Creating synergy teamwork by building an effective collaboration**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1 Day	2-8 hours

Awareness of placing one's priorities in achieving common targets is the power of a synergy. The value and role of the team requires a supply of positive energy, speed and accuracy in responding to every interaction, so that it makes the path to synergy.

22

Becoming Proactive Person

Objective	Building a proactive mindset, mentality, and attitude to handle difficulties on the team
Target	Personal
Remark	Classroom program
Duration - Time	1 Day	2-8 hours

The program is specifically designed to improve leadership competence by exploring potential, increasing motivation and developing mindset, speech and proactive, productive and contributive attitudes of participants.

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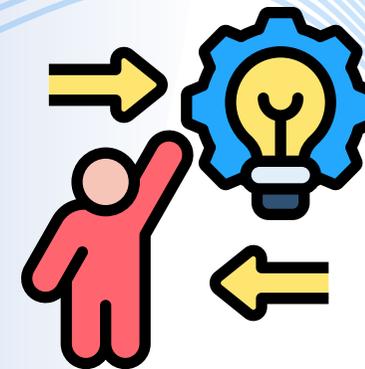
Adaptive to Change

Objective	**Preparing individual to changing environment on near future**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Programs that open participants' awareness of the importance of preparing themselves to face change and actively participate in managing change in the organization with their own awareness, so that they can live it without being forced.

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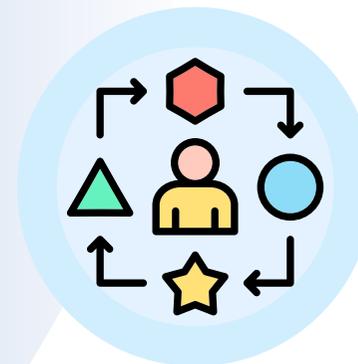
Enthusiasm in Collaboration

Objective	**Building real enthusiasm on teamwork to collaborate achieving bigger goals**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

When the members of a team are enthusiastic, the whole team becomes highly energized. Enthusiasm increases the accomplishments of the team, so team can achieving bigger goals.

25

Building an Optimism Influencing Person

Objective	**Learning to develop a person could influence optimism to others**
Target	Personal
Remark	Classroom program
Duration - Time	1 Days | 2-8 hours

Participants will learn influence tactics that enable to be more persuasive and influential in working with others. Participants also learn how to build and maintain high quality relationships to further maximize informal power and ability to influence others.

Building Self-Confidence
(for leading/selling/public speaking/etc)

Objective	Building self-confidence & handling mental block
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 Days	2-8 hours

Participants will explore the positive impact of self confidence in career and personal life. Through exercise, participants will discover the sources of low self confidence and develop new skills to increase self confidence in order to increase the effectiveness and comfort in various areas of life.

You are enough!♡

27

Stress & Mood Management

Objective	Manage a personal stress into a productive result
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 Days | 2-8 hours

This program will help participants realize what stress is, increase their capacity to cope successfully with stress, understand the importance of mindfulness, and discover solutions to managing their stress.

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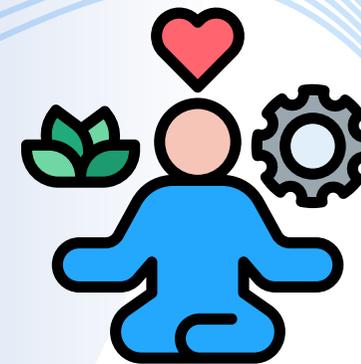
Mastering
Work Life Balance

Objective	Learn to build sel-awareness about the priority scale to be able allocate time and energy appropriately, across personal, family, and, work needs.
Target	Personal
Remark	Classroom
Duration - Time	1 Days	2-8 hours

Work-life balance is a situation where a person can manage and divide work responsibilities, family life and other responsibilities. These conditions help to avoid conflicts between personal life and work.

Impactful Communication and Interpersonal Skill for Managers

Objective	Foundation of Professional Communication
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Enhancing managers' communication and interpersonal skills to lead teams effectively and build strong professional relationships, ensuring seamless collaboration and productivity.

Resourceful Negotiation Skills for Manager

Objective	**Fundamental of Negotiation: Concepts and Styles**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Equipping managers with the necessary strategies and techniques, including often-overlooked resources, to conduct effective negotiations—both with their team members and other stakeholders—to achieve mutually beneficial agreements and maintain professional relationships.

31

Building Collaboration and
Trust through Conflict Resolution

Objective	**Principles of High-Performance Team Dynamics, Conflict Resolution for Team Cohesion**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

With the necessary skills and strategies to manage conflicts constructively and build strong collaborative relationships, enabling them to identify the root causes of conflicts, communicate effectively, find mutually beneficial solutions, and foster trust among team members.

>>>>>

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Public Speaking & Personal Grooming

Objective	Uplifting your self-esteem and confidence
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Mastering the public speaking technique will make us posses the critical thinking, increase the self-confidence, and change to a finer appearance. Personality grooming is a self-perception to look neat, confident and attractive in a professional environment also casual environment.

33

Public Speaking & Personal Branding

Objective	**Learning to persuade, commemorate and convince a person, occasion or event**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

A way to presence yourself and influence a public perception to increase credibility, performance in career and expand your influence. Also it's a process of forming, attracting and maintaining public perception in a person's values, achievements, personality or skills. Aim of showing a positive image so as to create loyalty and trust.

>>>>>

34

Public Speaking
As Essential Skills

Objective	**Learning to engage and entertain the audience**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Public speaking requires excellent communication skills, enthusiasm, and the ability to engage with an audience. Soft skills are interpersonal skills that are less technical and more about how you interact with others. It's important not only in the delivery of speeches and public talks, but also in professional presentations, training events, and motivational speaking. Consultants, training, managers, clergy, sales representatives, and teachers, for example, all have a reason at times to speak in front of others.

Effective Professional Communication

Objective	**Building productive relationship with effective communication**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Effective communication is about more than just exchanging information. It's about understanding the emotion and intentions behind the information. As well as being able to clearly convey a message, you need to also listen in a way that gains the full meaning of what's being said and makes the other person feel heard and understood.

Assertive Communication
(for leader/CS/HR/negotiator/etc)

Objective	**Building productive relationship with effective communication**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Participants understand and recognize a variety of human communication styles (both positive and negative), and learn to have an assertive communication style, dare to take responsibility for what is said and done (both personally and professionally).

>>>>>

37

Practical Conflict Communication

Objective	**Learning practical communication formal & informally**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Communication has a big role to play in conflict management. It has been observed that poor communication always result in misunderstandings and eventually conflicts. Communication has to be clear and precise to avoid conflicts

Practical Interpersonal Communication

Objective	**Practicing a one on one interpersonal communication**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Participants learn to make simple observations, as well as build relationships and trust with the interlocutor quickly and accurately. Participants also learn to listen to the other person empathically, to create conducive communication.

39

Powerful Influencing Communication

Objective	**Learning subtle linguistic influencing method**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Participants learn to recognize the communication profile of themselves and their interlocutors simply, so they are able to communicate more personally and effectively with their interlocutors. Participants also learn about communication models that use language to influence one's subconscious mind NLP (Neuro-linguistic Programming).

40

Giving & Handling Feedback
(for leading/couaching/team building/etc)

Objective	**Learning method of giving & handling feedback in office situation**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Some employees is probably disappointed in them self for not having reached their goals, so you don't want to discourage them further. You do want to focus on how they can set better goals in the future to give them self the best chance at success.

41

Collaborative Communication

Objective	Building productive relationship with effective communication
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

The process of communication in which every individual matters and all their needs matter equally. The main intention and idea behind it is connection takes place when employees feel that they are heard, seen, and valued.

42

Practical Emphatic Fundamentals

Objective	**Learning basic of emphatic personality for better communication and leadership**
Target	Personal
Remark	Classroom program
Duration - Time	1-2 Days

Having empathy can include having the understanding that there are many factors that go into decision making and cognitive thought processes.

43

Building Authentic Relationship

Objective	**Learning how to listen actively (asking, listening gestures, etc)**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Active listening is technique that is used in counseling, training, and solving disputes or conflicts. It requires that the listener fully concentrate, understand, respond and then remember what is being said. This is opposed to other listening techniques like reflective listening and empathic listening.

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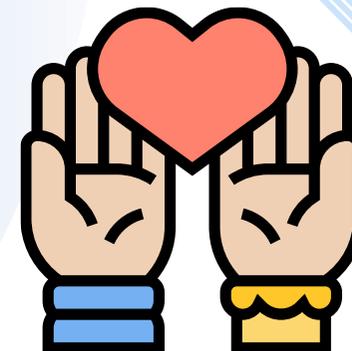
Communicating with Passion, Compassion, and Concern

Objective	**Building passionate, compassionate, and concern in communication**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Compassion is often regarded as having sensitivity, an emotional aspect to suffering, though when based on cerebral notions such as fairness, justice, and interdependence, it may be considered rational in nature and its application understood as an activity also based on sound judgment.

45

Effective Questioning Skill

Objective	**Learning about how to ask the right person for the right answer**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Questioning is the key to gaining more information and without interpersonal communications can fail. Questioning is fundamental to successful communication.

46

Practical Hypnosis for HR Professional

Objective	Participants learn to undertand the principles and methods of hypnosis correctly and scientifically
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

>>>>>

Understanding the methods for building conducive communication so you can learn to apply practical hypnosis to build trust and communication (to produce higher productivity).

47

Effective Team Communication

Objective	Learn to identity problems that occur in the team and teh able to build effective communication within the team
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Able to learn from mistakes that have occurred, in order to learn to provide immediate response or feedback, including skills in providing and receiving feedback related to the progress of the organization.

48

Robust Communication & Practical Negotiation

Objective	**Learn to understand the principles of effective comunication and recognize various aspects of verbal and non-verbal communication**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Understanding the types of communication displayed by others, and able to have an assertive communication attitude and appropriate negotiation skills.

49

Effective Advisory Communication Skill

Objective	**Learn techniques for obtaining and extracting information relevant to the audit from responsible parties**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Analyze the communication needed to carry out duties and responsibilities as an auditor.

>>>>>

50

Coaching Communication

Objective	**Learn to undertand the principles of human thoughts and feelings, to understand yourself and the person you are talking to**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Learn to recognize and utilize the effective power of communication to extract in-depth and complete (comprehensive) information from the interlocutor.

Effective Interpersonal Communication Skill

Objective	**Learn to build assertive conservations based on the principles of openness and awareness of each other's position**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Effective interpersonal communication skills involve the ability to clearly convey information, listen actively, and engage in meaningful exchanges with others. Mastering effective interpersonal communication fosters stronger relationships, reduces misunderstandings, and enhances collaboration both in personal and professional settings.

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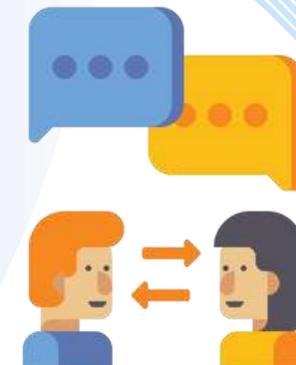
Communication Series

Objective	**Learn to analyze the communication patterns convered by the interlacutor to clarify perceptions in a conversation**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Apply communication skills to build a conducive communication condition, so as to generate trust between superiors and subordinates.

Strategic Communication for Digital Approach

Objective	**Learn basic concepts related to digital media, functions, and how social media works in driving perceptions in the communication process**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Communication planning through a combination of various elements such as frequency, formality, content and communication channels so that the message conveyed is easily received and understood.

54

Micro Expression & Body Language

Objective	Understanding a non verbal expression that appears.
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Analyzing the words that has spoken by the subject as a part of the investigation process, to escalate the possibilities of deception and using an effective statement to trigger the changing in non verbal expression (posture, gesture, face expression, voice tone, etc) that observed, to detect any tendency of deception.

55

Strategy Business Communication

Objective	**Learn to build a positive and attractive self-image, and be able to influence the person you are talking to appropriately and effectively**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Become someone who can disseminate information clearly using an NLP program system that has been studied in depth.

56

Negotiation & Influencing Selling Communication

Objective	**Understanding some basic characteristics of negotiators and be able to itilize this knowledge to be able to participate more activelt in directing the course of negotiations**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Learn to deal with difficult negotiation situations and find alternative solutions to possible deadlocks in negotiations.

Service Excellence

Objective	**Learn to responsible for ypur work based on SOPs and learn to analyze current issues (problem solving) and be able to make decisions that can be accounted for (decision making)**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Efforts to provide the best service oriented towards customer interests which enables us to provide and create optimal satisfaction.

58

How to be a Great MC
(Formal and Non Formal)

Objective	Learn to be responsible for your work based on SPOs and learn to analyze cureent issues (problem solbing) and be able to make decisions that can be accounted for (decision making)
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Participants can guide ceremonial events, formal and informal events, perform public speaking skills in a responsible and professional manner.

>>>>>>

59

Handling Customer Complaint

Objective	Understanding about communication & behavor to handle a complaint
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Consumer complaints are usually informal complaints directly addressed to a company or public service provider, and most consumers manage to resolve problems with products and services but it sometimes requires persistence.

60

Practical Networking Essentials

Objective	**Learning to build & maintain a productive network & relatiionship**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-4 Days

Introduce techniques and tips that will increase confidence so that participants can enjoy networking and do it more successfully. Participants will also learn how to build relationships with your contacts, both in the short and long term

61

Coaching & Mentoring Skill

Objective	**Learning about effective coaching & mentoring method & communication**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-4 Days

Coaching is thought of as a process of training and supervising a person to better their performance, while mentoring refers to the counseling process carried on to guide and support a person for career development.

62

Effective Negotiation Skill

Objective	**Learning prepare an effective negotiation using a proven methodology**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Guidelines in doing business and to develop expertise in the field of negotiation. Participants are trained to practice negotiation tactics and strategies that can develop their skills with confidence to successfully negotiate in various situations.

63

Non-Verbal Communication:
Body Language & Observation Skills

Objective	**Undestanding non-verbal observation technique $ validity cheching**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Awareness of non-verbal communication strategies, can help to improve interaction with others. Knowledge of these signs can be used to encourage people to talk about their concerns and can lead to a greater shared understanding, and also to observation and validity checking.

64

Succesful Selling Skill

Objective	How to use influencing communication to enchance selling
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Learn to gain power of positive sales mindset towards achieving sales targets, develop the skills, confidence and professionalism to make sales a success. Practice highly successful sales habits for better performance.

65

Effective Presentation Skill

Objective	How to use influencing communication to enchance selling
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

A presentation program is often used to generate content, some of which allow presentations to be developed collaboratively. Presentation viewers can be used to combine content from different sources into one presentation.

66

Building Succesful Rapport & Relationship

Objective	How to use influencing communication to enchance selling
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

It can be considered as a state of harmonious understanding with another individual or group. Building rapport is the process of developing that connection with someone else.

67

Applied Microexpression on Business

Objective	Understand to use microexpression method for business purposes
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Microexpression is a short expression on the face that only lasts for 1/25 to half a second in accordance with the emotions that are happening. Body language can reveal something from what someone want delivered to even covered.
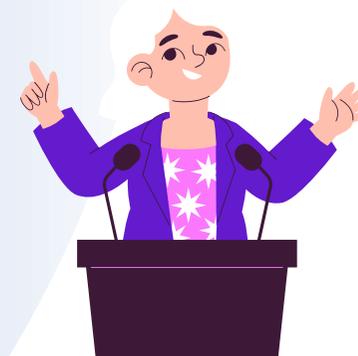
Data-Driven Decision Making for Managers

Objective	Fundamentals of Data Analytics for Business Decisions, Tools and Techniques for Data Interpretation
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

This program focuses on empowering managers to analyze data effectively and make strategic decisions supported by accurate and actionable insights to ensure organizational success.

69

Change Management: Preparing Organizations for the Future

Objective	**Principles of Organizational Change Management, Diagnosing and Addressing Resistance to Change**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

A management program, platform, and/or training designed to provide teams within an organization with the tools, frameworks, and capabilities to effectively plan and execute organizational change, minimize resistance, and ensure successful transformation

70

Building Innovation and Creativity for Managers

Objective	**Ideation Techniques for Creative Problem Solving, Design Thinking for Innovative Product Development**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Encourages managers to foster creativity and innovation, ensuring competitive advantage through continuous improvement of products and services, enabling them to become effective and productive role models for their team members.

71
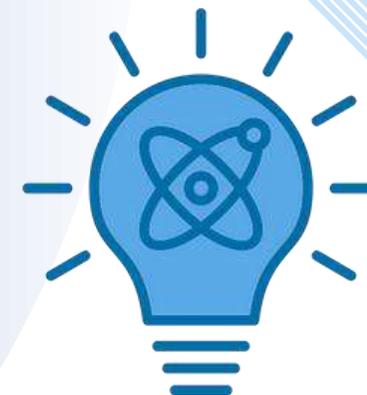
Time Management and Mastering Productivity

Objective	Identifying and Prioritizing High-Impact Activities, Creating and Sustaining Work-Life Balance
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Focusing on techniques and tools that help leaders and team members manage time effectively, enhance productivity, and achieve a healthy work-life balance.

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72

Building Adaptability and Resilience Culture in a Changing Workplace

Objective	**Undertanding Adptability and Resilience in Workplaces, Devloping a Growth Mindset for Success**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Equipping employees and leaders with the readiness to remain adaptive and resilient in a highly dynamic work environment, ensuring their ability to continuously learn and grow amidst ongoing changes and challenges.

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73

Artificial Intelligence (AI) based Learning Experiences

Objective	**Leveraging AI to Analyze Learner Behaviour and Preferences, Leveraging, AI to Analyze Learner Behavior and Preferences**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Leveraging artificial intelligence (AI) to enhance the learning experience for teams by analyzing their behaviors and preferences to recommend relevant learning paths. Utilizing AI-powered chatbots and virtual assistants to guide participants through personalized learning journeys, providing real-time feedback and support.

74
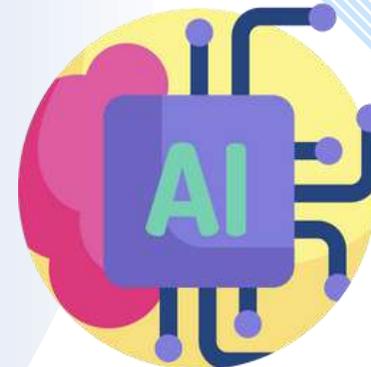
Skill-based Talent Management

Objective	**Understanding Skill-based Talent Management. Gamifying Skill Assesment and Development**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Focusing on the development of specific skills rather than just predefined job roles, enabling companies to be more flexible and efficient in addressing competency and skill gaps. Implementing gamified skill assessments and development plans, where employees receive digital footprints and recognition for mastering new skills.

75

Integrated Learning with Nano Coaching and Employee Experience

Objective	**Introduction to Nano Coaching and Microlearning, Designing Nano Coaching Sessions for Impctful Learning**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Integrating team learning approaches by utilizing nano-coaching methods and everyday work experiences to make learning more relevant and effective. Embedding micro-learning modules into daily workflows, allowing teams to learn in short, focused sessions without disrupting their routines.

Social and Collaborative Learning

Objective	**Understanding the Power of Social and Collaborative Learning**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Encouraging team members to actively learn from one another through productive discussions, group projects, and collaborative platforms. Utilizing social media-style learning platforms where teams can share insights, ask questions, and collaborate on projects in real-time.

77

Strategic Thinking and Innovation

Objective	**Introduction to Strategic Thinking and Long-Term Planning, Developing and Implementing Effective Strategies**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Strategic planning for leaders to develop and implement long-term strategies, set achievable goals, and allocate resources to achieve desired outcomes. It encourages innovation as a key to remaining competitive in today's rapidly changing business environment. Innovation management training also equips leaders with tools and methods to build a culture of innovation, foster creative thinking, and manage the innovation process from ideation to implementation.

Change Booster Development Program

Objective	**Learning to unleashed change booster in personal characteristic**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

A solution that release a personal characteristic change booster such as, a good connection across borders (depot/division/region), A good communicator (willing to speak), a well perform with a good and strong track record, an excellent problem solver (capable to identified problems).

79

Fundamental Project Management Program

Objective	**Understanding the phases, steps, and needs of project management**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Understanding the phases, steps and needs of project management and applying it to the proses of project management in the work they are responsible now and learning to identifies the factors that influence the success in project management, through various challenges and hardships, also be able to anaylze the solution to overcome it.

80

Creative Thinking
for Problem Solving

Objective	**Creating personal platform to think creatively, to solve the problem**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Creative thinking for problem solving is a way of looking at problems from a fresh perspective that suggest unorthodox solutions.

81

Logical Thinking Fundamental

Objective	**Creating fundamental of thinking logicaly for daily life application**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Logical Thinking Fundamentals are the process of observing, analyzing, and drawing conclusions based on those inferences. Logical thinking uses facts and evidence to reach a conclusion or solution. It use both logic and understanding in your thought process

82

Effective Supervisory Management

Objective	Learning to supervise a management process on an organization
Target	Personal
Remark	Classroom program
Duration - Time	1-2 Days

Effective Supervisory Management is wishing to improve their skill with aspirations towards supervision.

83

Effective Analytical Thinking Process

Objective	**Understanding how to use analytical thinking on daily use**
Target	Personal
Remark	Classroom program
Duration - Time	1-2 Days

Effective Analytical Thinking Process are foundational thinking skill that involve breaking things down into their component parts. Analytical thinking is the ability to tackle complicated issues by evaluating information you've gathered and organized

84
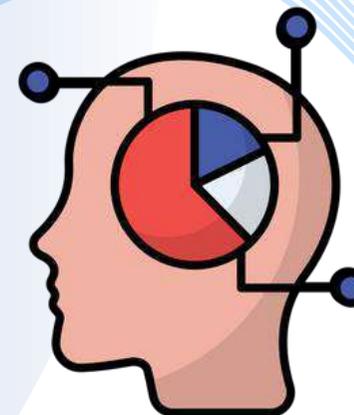
Practical Time Management

Objective	**Understanding about time concept, schedule, and goal management**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Practical Time Management skill can help to reduce stress and improve productivity and have the ability to manage time so that they can choose the right actions and activities.

85

Building High Perfomance Team

Objective	**Understanding to learn aspects of high perfomance team and create one**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Building High Performance Team is a concept within organization development referring to teams that highly focused on goals and achieve superior business results.

Change and Crisis Management

Objective	**Learning to adapt on change and gandling team during critical situation**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Change and Crisis Management is the task for creating and implementing a business plan that can be implemented quickly in the face of a crisis.

>>>>>

87

Cross-Function Leadership

Objective	**Understanding how to Lead teamwork within different function**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Cross-Function Leadership are responsible for putting the team together based on existing capability and then delivering the performance objectives of their project or assignment.

>>>>>

88

Practical Conflict Resolution

Objective	**Learning how to handling a conflict and find a win-win solution**
Target	Personal, Team
Remark	Classroom program
Duration - Time	1-2 Days

Practical Conflict Resolution is a key competency skills to maintain a positive workplace environment.

89

Problem Solving and Decision Making

Objective	Understanding methodology of probelm solving for decision making process
Target	Personal
Remark	Classroom program
Duration - Time	1-2 Days

Problem Solving and Decision Making can make the right choices and learn to develop from last experiences. An open and creative mindset, that supports problem solving, proactive respond, and have the understanding, skill, and tools to formulate problems and make decisions effectively.

90

Result Oriented Management

Objective	**Learning about oriented mindset obstacle in management**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Result Oriented Management aims to achieve maximum results based on clear and measurable agreement made previously.

91

Building a Goal-Oriented Teamwork

Objective	**Creating a team that has a goal oriented mindset above all differences**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Building a Goal-oriented Teamwork aims to achieve a set goal within a staff and management using their skill and provide constructive feedback.

>>>>>

92

Professional Communication Ethics and Daily Practice

Objective	Learning etchics of communication to build and maintain good relationship
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Professional Communication Ethics and Daily Practice for become more transparant.

93

Understanding Diversity on Professional Teamwork

Objective	**Understanding about diversity to achive a goal in the teamworl**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Understanding Diversity on Professional Teamwork to put together multiple employees and can generate better ideas.

94

Effective Training Need Analysis

Objective	**Understanding methods for identyfying and/or learning program needs in organizations**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Develop training and learning plans and curricula, in the short and long term. Evaluate and measure the effectiveness of a training program, as well as the relevance of the results achieved in business

Professional Managers & Managing Perfomance

Objective	**Learn to increase the effectiveness as a professional manager, in carrying out your duties within the organization**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Understanding the performance standards expected from managerial positions, according to their function and objectives in the management process.

Project Management Essentials

Objective	**Learn to define and understand key concepts related to project management**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Identify the main obstacles to effective project management and their consequences in order to be able to understand the project management process.

Basic Interview Technique

Objective	**Learning about fundamental of professional interview**
Target	Personal, Team
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

This interactive course will teach you how to be more effective in asking direct and follow-up questions, while evaluating both verbal and non-verbal responses, so you can uncover the truth during interviews.

98

Behavioral Event Interview

Objective	**Learning technique to elicitate situation on experience in detail**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Data collection techniques to gather knowledge or information from people.Elicitation techniques includeinterviews, observation of either naturally occurring behavior (including as part of observation).

99

Powerful Investigative Interview
(Basic Level)

Objective	**Learning about advance interview technique for investigation & interrogation**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-4 Days

Developing effective interviewing skills involves training and practice, and studying the elements of human communication. Some of the most important concepts in investigation interview training include detecting deception, eliminating bias and building rapport with interview subjects.

100

Powerful Investigative Interview
(Intermediate Level)

Objective	**Clarify unclear information and reconstructing the actual reality & realizing his self-perception and others**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

This interviewing technique is ethical and research based, and it stimulates safe and effective gathering of evidence. The goal of an investigative interview is to obtain accurate, reliable and actionable information.

101

Powerful Investigative Interview
(Advance Level)

Objective	**Clarify unclear information and reconstructing the actual reality & realizing his self-perception and others**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

This interviewing technique is ethical and research based, and it stimulates safe and effective gathering of evidence. The goal of an investigative interview is to obtain accurate, reliable and actionable information.

102

Practical Profiling Skill
(Basic - Intermediate Level)

Objective	**Learning toprofilea person based on primary & secondary information**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

The ability to read others will greatly affect how you deal with them. When you understand how another person is feeling, you can adapt your message and communication style to make sure it is received in the best way possible.

103

Practical Profiling Skill
(Advance Level)

Objective	**Learning anadvance profiling method and daily practices**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	2-3 Days

The statements and actions of people can help you better understandwhotheyare.theiremotionalstyle,their self-esteem, their negative or positive directions, their goals, and if they're able to adapt easily to their surroundings.

104

Applied Interrogation Technique

Objective	**Learning to profile s person based on primary & secondary information**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Learn proven approachesthat are criticallyimportant in building rapport, interpreting verbal and physical behavior, improving active listening, phrasing appropriate questions, overcoming denials, and objections.

105

Detecting Deception Through Interview

Objective	**Understanding howto detect apotential deception oninterview process**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	2-3 Days

Previous deception research on repeated interviews found that liars are not less consistent than truth-tellers, presumably because liars use a "repeat strategy" to be consistent across interviews. The goal of this training was to design an interview procedure to overcome this strategy.

Reading Non-verbal Signal on Handling Deception

Objective	**Learning howto understand about non-verbal signal tocatch aliar**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Explaining why liars would behave differently from truth-tellers, followed by research on how liars actually be have and individuals ability to detect lies.

>>>>>

107

Foundational Intelligence Skills for Agents

Objective	Learn about the motives that encourage people to do something, as well as learn about biases that may occur in information.
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Make observations to be aware of changes and various things that occur, so that we are able to make appropriate decisions.

108

Leadership Strategies
in the Digital Transformation Era

Objective	**Understanding the impact of Digital Transformation on Leadership , Managing Resistance and Leading Change**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Equipping leaders with the necessary skills to guide their teams through rapid digital transformation, fostering adaptability, innovation, and resilience. Participants will learn about effective leadership strategies in a technology-driven business environment.

109

Digital Transformation and Technology Skills

Objective	**Introduction to digital transformation and impact on business, optimizing decision making with data-driven insights**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Introducing managers to various latest digital tools and platforms (such as data analysis, KPI interpretation, business intelligence, etc.) to enhance productivity and data-driven decision-making quality. It teaches them how to collect, analyze, and interpret data to make the most optimal decisions.

110

Personal Empowerment & Self-Directed Learning

Objective	**Setting personal learning goals and development plans, engaging with mentors and key resources continous learning**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Encouraging employees to take initiative in their own learning process and develop the skills they need to succeed. Providing access to a wide range of online resources, as well as facilitating question-and-answer interactions with key experts, enabling employees to choose their learning paths and set personal development goals.

111

Remote Team Leadership: Hybrid Work Management

Objective	**Understanding the challenges and opportunities of hybird work, effective communication and collaboration in hybrid teams**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

To address the unique challenges of managing distributed teams, including communication, collaboration, and maintaining team cohesion. Leaders will learn strategies to drive engagement and productivity in remote management. The focus is on optimizing hybrid work management, balancing in-office and remote work, and ensuring seamless collaboration.

>>>>>

112

Character-based Leadership

Objective	**Learning a character of a good leader and how to build the character**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Character-based leadership as leading from who you are, not your position or power.

>>>>>

113

Inspirational Leadership

Objective	**How to become an ispiring leaders to motivate & support a team**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Inspirational leadership is about finding ways to enhance the potential of those you lead in a way that works for them, and inspiring others to push themselves, achieve more and reach that potential.

Effective Leadership & Followership

Objective	**Understanding the importance about followership and how it become an effective leadership**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Effective leadership and followership as such followership is best defined as an intentional practice on the part of the subordinate to enhance the synergetic interchange between the follower and the leader.

115

Transformational Leadership

Objective	**Preparing leader in very dynamic and challenging industry**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Transformational leadership is defined as a leadership approach that causes change in individual and social systems.

116

Leader as Coach

Objective	Preparing leader to be a good coach for the team
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Transformational leadership is defined as a leadership approach that causes change in individual and social systems.

117

Decision & Consequences on Leadership

Objective	**Preparing leader to be responsible on decision that has been made**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Decision and consequences on leadership as in making a decision, youshould choose thebest from thevarious alternative available. One of the most important task of a leader is to determine the best for the organization and it's member.

118

Leading a Creative Team

Objective	Setting person to lead a team in creative enviroment & industry
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Leading a creative team as when leaders feel confident that they can produce creativity, their sub-ordinates will responds by being more creative.

Training The Trainer

Objective	Learning communication, leadership, and needed aspect to be a good professional trainer
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	2-3 Days

Training the trainer and instructor training courses provide individuals with not only the practical instructional design skills, platform techniques and confidence they need, but also with critical skills to facilitate learning and ensure. retention.

Leading High Performance Team

Objective	**Understanding about teamwork & lead existing mature and productive team**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Leading high performanceteam is uniquelydesigned to address these needs and the program provides a powerful framework for aligning people and culture with strategy in the team context.

121

Office Politic & Workspace Relation for Employees

Objective	**Learn to recognize relationship and politics in the office so we can get more work done and be happier at work**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Learn to recognize and understand personal emotions, which can influence effectiveness in communicating with other colleagues, so that we can understand the motives of colleagues.

122

Productivity & Loyalty Booster

Objective	**Building mental and psychological awareness in terms of finance , health, relationship and parenting**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Four approaches (Finance, Health, Relationship, and Parenting) are able to produce positive changes for employees and create a company that is healthy, productive, and mutually beneficial.

123

Talent Management and Employee Development

Objective	**Foundation of talent management and employee development, coaching for performance and growth**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Training, coaching, and mentoring are essential programs for developing and retaining a team with top talent. A manager must be able to provide effective training, coaching, and mentoring to their team members to help them achieve their professional goals and grow within the organization. Effective performance management is crucial to aligning individual performance with organizational goals.

124

Graphology & Graphonomy

Objective	**Learn to test the authencity of writing & signatures, to prevent and minimize the occurence of fraud by employees or protect company assets**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Checking documents and signatures quickly, precisely and accurately, quickly recognizing the mode and symptoms of crime, so that company operations actually run as expected.

125

Parenting Series
For Employee/Professional

Objective	**Building a high-quality parent-child relationship for healthy development**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

A good parenting skill development program is required to do an effective and good parenting practices. An employee and professional who has a harmonious family, able to create an excellent and productive performance in the company they are working.

Financial Strategies

Objective	**Program to create a business financial plans, setting up financial controls, and financial decison making**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

In general usage, a financial plan is a comprehensive evaluation of an individual's current pay and future financial state by using current known variables to predict future income, asset values and withdrawal plans and is a process to achieve one's life goals through planned financial management.

127

Improve Health Quality

Objective	**Understanding deeper in physical and mental health**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-2 Days

Physical well-being involves pursuing a healthful lifestyle to decrease the risk of disease. Mental health is as important as physical health as part of a full, active lifestyle. Good mental health is not only categorized by the absence of depression, anxiety, or another disorder.

Effective Salesmanship Program

Objective	Program to create a salesmanship mental & mindset through professional individual
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-3 Days

Effective salesmanship is a comprehensive course aimed to all those involved the process of selling.

Practical Business and/or Leadership Camp

Objective	**Program to build practical but good understanding about business and/or leadership**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-3 Days

Practical business and/or Leadership camp are combining investment challenges and group presentations with dynamic case studies, and prepare practical thinking skills.

130

Communication & Leadership Booster Program

Objective	**Program to prepare a person to have a better communication & leadership mentality & mindset**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1-3 Days

Communication & Leadership Boost Program is an ability to communicate effectively with others.

>>>>>

Retirement Preparation Program
(Masa Persiapan Pensiun)

Objective	**Program to build preparation (mental, psychological, financial, health, etc) for retirement**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	2-5 Days

Retirement preparation program is planning dimensions such as finance, social security, pension planning, insurance, and health-care network.

132

Building The Next Great Productive Life
(Masa Persiapan Pensiun Ver. 02)

Objective	Program a mindset to be able to cintinue living a productive, healthy and happy life, in facing the challenges ahead
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	2-5 Days

Determine the next activity in a new life segment according to the profile & unique characteristics of personal success.

133

Personal Health Series for Employees

Objective	Learn about burnout and stress, the signs of burn0out and stress in a person, as well as understand how to overcome and manage it
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 - 2 Days

Understanding about personal energy management, which can have physical and psychological effects. Become a mindful person, so that you are able to face various personal and work obstacles calmly and effectively.

>>>>>

134

Practical Financial Planning for Employees

Objective	Learn to monitor the flow of your personal finances, be able to see where money flows in and out more accurately
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 – 2 Days

Learn to budget and be disciplined in implementing the budgeting results, as well as monitoring finances afterwards.

135

Developing Entrepreneurship & Networking Mindset

Objective	**Learn to understand entrepreneurship and have a broader perception of how to run a business**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 – 2 Days

Learn to build strong and productive business relationships, to ensure the business runs well, now and in the future.

136

Professional Look/Grooming

Objective	**Skills to dress well, to appear neat, polite, flexible, harmonious and attractive (personal appearance)**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 - 2 Days

Appear in accordance with social ethics and etiquette in order to maintain the good name of yourself and the company by creating a good impression.

Bussiness Etiquette

Objective	**Get to know our way of behaving, acting and interacting in the context of the professional business world, by reflecting good norms, values and etchics**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 - 2 Days

Understanding the healthy relationships with colleagues, clients, customers and other stakeholders, understand the formation of a toxic environment, and understand various forms of harassment and bullying in the workplace.

138

Bussiness Netiquette

Objective	**Ensure that participants are being respectful to other online users, learning how to communicate better and make connections digitally**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 – 2 Days

The socially acceptable rules of online conduct, including self-presentation standards, behavior norms, and accepted forms of expression. This program are important when interacting with people online for various purposes, such as remote work, online classes and social media.

139

Powerfull Table-Manners

Objective	**Understanding the rules and procedures for formal meals, such as business dinners, formal family meeting, formal events, or fine-dining restaurants**
Target	Personal
Remark	Classroom/out of class assignment
Duration - Time	1 - 2 Days

Creating a comfortable and polite atmosphere during the meal, including demonstrating appropriate levels of etiquette and manners in social and professional situations.

140

Outbound / Team Building Program

Outbound/Team Building Program is a type of training designed to help build strong working relationships and improve communication between individuals, as well as increase understanding and trust within groups.

This training involves elements of physical, cognitive and psychological activity. These activities can range from low-risk team-building exercises and games such as charades, to creative problem-solving and risk-taking activities.

Through these activities, participants learn communication and leadership skills, master challenging scenarios, and gain new perspectives that enable them to work better together.

Outbound/Team Building training sessions are designed to improve group morale, establish a shared vision for team goals, encourage problem solving, and ultimately strengthen the workplace.

>>>>>

141

Objective & Pengertian MC

We provide MC (Master of Ceremony) and Moderators to help accompany your event smoothly, both formally and informally.

English Course Program

We provide English Course for employees (program duration: 2-3 months). Benefits you will get:

1. Improve your ability to communicate with colleagues or clients from abroad more easily and effectively.
2. Increasing career opportunities to meet the needs of increasingly global companies.
3. Increase ability to complete work tasks.
4. Opening wider business opportunities.
5. Increase self-confidence in talking with colleagues or clients from abroad.

Professional Consultant

We provide several related consulting programs, such as:

1. HR Consultant
2. Psychological Counseling
3. Hypnotherapy
4. Business/Career Coaching
5. Financial
6. Taxes
7. Health/Nutrition

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144

Support System by
Training Studio

A website for practical and simple performance management purposes:

1. Create flyer links, program registration, and online session links (zoom/meet/team/skype/etc.) directly into participants' hands automatically

2. Distribution of surveys and questionnaires to support online training sessions, creating automatic e-certificates (with detailed names of each participant) automatically

3. Attendance, downloading training materials (e-books, handouts, workpapers)

4. Training results reports, view the track history of training that has been attended, complete participant data, questionnaires, etc.

Kerja Pintar App
Monitoring Training Program

Objective	**Program designed for human resource management in a team and company to IMPROVE PRODUCTIVITY with Mobile Applicaton**
Target	Personal
Remark	Mobile System (on the job Training)
Duration - Time	2 Weeks or 1-12 Mounths

Training is a repeating (rollover) process consisting of four steps: assessment, planning, implementation, and monitoring. Monitoring this process is essential to making the training meaningful and keeping it on track.

146

Additional Technology Program by Narapatih

- Training/Seminar (Offline & Online)
- Training/Webinar Hybrid (Offline & Online)

OUR CREDENTIAL

THANK YOU

Narapatih & Associates

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