

# NEOSTYLUS<sup>®</sup>

## Training Technical Deck

**Workshops /Trainings - Educational Institutes**

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## Facilitator's Profile: Punam Agarwal

- Founder & Director



Experience

30+ Years - Educational institutes all levels – Primary to Management, Leisure & Sports, Airlines, Corporate Institutes, Army, Navy and CID, Oil and gas, Retail Outlets etc.

Practitioner

- Business Executive Coach/ Life Coach/
- Organizational Development Coach
- Soft Skills and Behavioral Trainer
- Sales and Customer Experience Trainer
- Motivational Speaker
- NLP – Master Practitioner

Alternate  
Therapy Healer

- Reiki or Pranic Healer/Color Therapy/Tarot Card Reader

Others

- Counselor - Parenting Coach/ Students/ Relationships
- Consultant – HR/ Psychometric Tests/ Interior Designing/ Vaastu & Feng Shui
- School Career Guidance/ Teachers Skill Dev./ Campus to Corporate trainings

### Authored Books:

- Leadership Training
- Business Soft Skills
- Recruitment Tools
- Transitioning Managerial Skills Development
- How to Read Tarot Cards & Use Color Therapy

Punam Agarwal

Learn | Lead | Inspire.

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## Educational Background –

- Post-Graduate degree in Stress Counseling from Devon, United Kingdom
- MBA from USA in HR
- Double Graduate Basic Counseling (Devon, UK), and Political Science Honors' (St. Xavier's College, India), Certified Psychometric Test Professional from CAMI- USA
- CELTA from Cambridge, UK
- Train the Trainer Course & NLP Practitioner – NFNLP
- ICF – PCC Coach: Executive/ Life and Organizational Development Coach and many other Soft Skills Certifications

## Among various awards won

- **The President's Award** given by the President of India
- **The Governor's Award** given by the Governor of West Bengal,
- **Fish of the Month** given by EK Group- EKFC | **Award of Honour** given by [MyCareers](#) - Bhatinda,
- **Behind the Scenes Worker** given by KAMA Ayurveda Pvt Ltd
- **Most Fabulous Training and Development Leader North: Catalyst of Change** given by World HRD Congress
- **Woman of Excellence** awarded by Indian and International Achiever's Forum
- **Best Woman Performer in Learning and Development Award** at International Inspirational Women Award (IIWA) 2020.
- **Awarded by CEO Magazine** – As one among the 25 Iconic Businesswomen to be followed in 2022
- **Award of Appreciation** by Dayanand Sagar University for Teachers [Training&Development](#) Session.



**Over 11 lakhs individuals have been counselled and trained by her so far.**

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## Few Names I Associated with:

**Corporates – Associated as L&D Head, Coach, Counselor, Sales Trainer, Soft Skills Behavioural Trainer, Motivational Speaker, Leadership Trainings, ESL Trainer, Train the Trainer, HR Consultant, Psychometric Test Professional**

- U.A.E.- Emirates Group /Dnata /Abela /Future Rider – IT & Computer Centre /Acer /Voltas -
- U.A.E. - Oil and Gas Companies – ADCO/ADGAZ
- India - Manyavar /KAMA Ayurveda Pvt Ltd /CorporatEdge Serviced Offices Pvt Ltd/ Synergy Environtics Ltd
- Affiliated Coach - uExelerate/ Peak Performer / Mentorship
- Associate Coach – Fourth Quadrant

**Clubs – Associated as Guest Speaker conducting varied workshops, Motivational Speaker**

- India - Rotaract Club of Calcutta Victoria, Rotary Club of Calcutta Victoria – India/ Bharat Scouts and Guides Movement – India and U.A.E.

**Schools/Colleges – Associated as ESL Trainer, Teacher Skills Development Trainer, IELTS Preparation, Career Counselor**

- Indonesia - Seville International
- U.A.E. - Higher Colleges of Technology (– Abu Dhabi, Dubai, Ras Al Khaimah, Fujairah);/ GEMS Group -U.A.E.
- India - The Heritage School /Blooming Daffodil/ La Martiniere for Boys Kolkata/ Assembly of God Church Kolkata
- Dayanand Sagar University

**Management Institutes – Associated as Associate Professor Business Communications, Campus to Corporate Ready Trainer, Associate Professor HR, Chief Mentor, Editor, Career Counselor, Motivational Speaker**

- JRE Group of Institutions: Management&Engineering– Educomp&Raffles Singapore – India /Universal Business School of Management – India
- Times Group - India /AIIMS - India /My Careers – Ludhiana, Ambala, Allahabad, Amritsar, Indore, Bhatinda – India

. All sessions conducted were a combination of experiential, projects and activity based

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**Teachers Empowerment Programs**

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## Benefits for Schools/Institutes:

- Report Generated - Psychometric + Career
- Certificate to place in the reception - Advantage especially during New Admissions
- Memento for School/Institute
- Financial benefits - if you wish as you have the option to fix the rate.

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**Name of Session:** Individual Teacher's Coaching

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** One-on-one

**Benefits** (Key Learning Concepts):

- Opportunity to openly discuss and identify weak skills.
- Turn weakness into his/her strength with coaching.
- Confidentiality
- Empowered to perform.
- Build good team spirit.
- Positive outlook

**Duration:** 6 sessions minimum (more depends on the need of the Teacher)

**Timing:** 1 hour each session

**Mode:** F2F / Online

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**Name of Session:** Communication Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Opportunity to openly discuss and identify weak skills.
- Turn weakness into his/her strength with coaching.
- Body Language and Grooming
- Presentation Skills
- Language used in class.
- Empowered to perform.

**Duration:** 3 Session

**Timing:** 2 hours each

**Mode:** F2F / Online

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**Name of Session:** IQ/ EQ/ SQ/ AQ

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Understand the difference among all four.
- Develop these skills among students.
- Learn how they can develop it among themselves.
- Empowered to perform.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Teacher as a Counselor

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Understand the difference between Counseling /Coaching/Mentoring/Teaching.
- Deep understanding of the basics of Counseling.
- Develop foundation counseling skills to counsel students as teachers
- Empowered to perform.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Experiential Learning

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Students can better grasp concepts. ...
- Students can be more creative. ...
- Students can reflect. ...
- Students' mistakes become valuable experiences. ...
- Teachers often observe improved attitudes toward learning.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Blended Learning

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Using multiple modalities dramatically reinforces engagement, learning and retention.
- Learners can control the pace of their learning.
- Blended learning is modular and scalable.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Tangent Teaching

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Context-rich learning for students
- Boost in social learning and collaboration.
- Learning with fun adds value.
- Helps identify learning gaps quickly.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online



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**Name of Session:** Theme Teaching

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Higher intelligence levels – connect knowledge with skills easily.
- More Challenging Than Other Methods.
- Knowledge retention.
- Fun.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Micro Learning

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Plan better
- Allows teachers to focus on specific skills and strategies.
- Provides an opportunity for immediate feedback and can be invaluable in improving one's teaching skills.
- Provides an opportunity for teachers to experiment with new teaching methods.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Class Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Getting things done at the right time and save time.
- Providing learning atmosphere to the students
- Keeping students on task.
- Lowers stress level of the teacher.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Positive Discipline

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Encourages positive academic performance.
- Helps students stay more focused on their Goals.
- Limits problems with negative peer pressure.
- Creates a safe environment for students.
- Promote self-control, teach responsibility and help students make thoughtful choices.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Making Teaching-Aids

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Helping learners improve reading comprehension skills.
- Illustrating or reinforcing a skill or concept.
- Differentiating instruction and relieving anxiety or boredom by presenting information in a new and exciting way.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Rapport building with Students

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Minimize anxiety.
- Increase student participation.
- Structure and encourage social interaction.
- Foster a positive learning environment and increase learning.
- You're better placed to influence, learn, and teach.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Team Building

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Encourages productivity, creativity and enhances communication.
- Improves moral and builds trust and relationships.
- Helps discover strengths and weaknesses and increase confidence.
- Inspires collaboration, boosts motivation, and promotes positive environment.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Multiple Intelligence

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- You will provide opportunities for authentic learning based on your students' needs, interests, and talents.
- Parent and community involvement in your school will increase.
- Students will be able to demonstrate and share their strengths.
- When you "teach for understanding," your students accumulate positive educational experiences and the capability for creating solutions to problems in life.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online



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**Name of Session:** Giving Feedback – Mental Health

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Improves students' performance.
- Positive feedback motivates students and encourages them to continue doing their jobs well.
- Helps individuals recognize and hone their skills, develop their areas of improvement.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Diversity

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Diversity Improves Cognitive Skills and Critical Thinking.
- Improves team performance.
- Improve the “intellectual engagement, self-motivation, citizenship, and cultural engagement.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Strengths, Talent, and Passion

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- You get to know your true self better.
- Turn your raw talents into matured strengths and live up to your full potential.
- Improves performance.
- Enjoy what you are doing.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Teaching Outside the Classroom

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Help teachers create enthusiasm for learning.
- Provide a real-world context developing an appreciation of the world around us.
- Improved mental health.
- Development of key skills, such as problem solving, interpersonal skills.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Content and Time Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Enables you to accomplish your goals faster.
- Enables you to prioritize your work.
- Enables you to get more done in less time.
- Reduces stress levels.
- Helps you become more efficient.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Change Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Reduced stress
- Increase in work productivity.
- Greater sense of control.
- Encourages innovation and creativity.
- Team support

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Online Teaching

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Greener and more cost effective.
- Geographic and borderless reach.
- Time flexibility.
- You can work from anywhere.
- Hold students accountable and learn new technology skills.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Teaching and Learning Styles

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Helps teachers achieve learner outcomes.
- Interactive sessions.
- Helps students understand complex concepts and apply it easily.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online



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**Name of Session:** Whatsapp/Videos/Podcasts

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- WhatsApp supports free voice/ video calls/ Group helps teachers and students to be in touch, even outside stipulated study periods.
- Listening to podcasts regularly helps develop a stronger and more vivid imagination.
- Videos provide a great way to integrate new content and language learning at the same time.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Develop Resilience in Students

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Allows students to learn and grow in all situations.
- Helps to process and overcome hardship.
- Recover from setbacks.
- Helps in mental health situations.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Stress Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Lowers your risk for conditions like heart disease, obesity, high blood pressure, and depression.
- Manage class and challenges with ease.
- Reduces tension among colleagues.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** Conflict Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Confront conflicts with ease looking for a win-win situation for both.
- Decreases incidents of violence.
- Creating a constructive learning environment and creating a constructive conflict community.

**Duration:** 1 Session

**Timing:** 2 hours

**Mode:** F2F / Online

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**Name of Session:** School Approach towards Value Education    **Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- It helps in taking the right decisions in difficult situations thus improving decision-making abilities.
- It teaches the best way to live that can be beneficial to individuals as well as the people around them.
- Helps to make learning and teaching consistent.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Innovative Teaching Strategies

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Promotes critical thinking, a sense of adventure, and an openness to adapt that will serve our students in the classroom.
- Provides tools to tackle the challenges, giving confidence and skills to continue to adapt.
- Helps to engage the students with different kinds of stimuli and creates an environment of activity-based learning.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Connecting and Communicating with Parents **Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Builds understanding and trust
- Communication becomes easier as the students grow older.
- Tailor approach and apply appropriate strategies to suit the child's needs and learning in class.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Adaptability

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Better equipped to face challenges.
- Learn to get out of your comfort zone.
- Confidence to accept technology.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



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**Name of Session:** Integrated Learning

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Encourages active participation in relevant real-life experiences.
- It serves as a connection between various curricular disciplines.
- It develops higher-level thinking skills.
- Ensures active participation by triggering the point of interest of students.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Use Technology as an Effective Tool

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Provides a more engaged learning environment.
- Prepares students for the future.
- Connects better with students.
- Boosts collaboration and supports learning.
- Gamified learning

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Collaborative Learning

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Teacher

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Development of higher-level thinking, oral communication, self-management, and leadership skills.
- Promotion of student-faculty interaction.
- Increase in student retention, self-esteem, and responsibility.
- Exposure to and an increase in understanding of diverse perspectives.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Students Empowerment Programs**

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Benefits for Schools/Institutes:

- Report Generated - Psychometric + Career

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- Certificate to place in the reception - Advantage especially during New Admissions
- Memento for School
- Financial benefits - if you wish as you have the option to fix the rate.

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**Name of Session:** Career Counseling + Psychometric Assess.    **Name of Trainer:** Punam Agarwal  
**Session Objective:** Empower the Student    **Group/One-on-one:** Both

**Benefits** (Key Learning Concepts):

- Career Guidance based on Psychometric Assessment
- Students get clarity from confused state of mind to select right subjects.
- Are clear about their career path.
- Able to move towards the right direction in life and achieve their goals.

**Duration:** 2 Session – Group + One-on-One (Based on number of Students days increase)

**Timing:** 2 hours Group + 15minutes Individual

**Mode:** F2F / Online



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**Name of Session:** Behavior Counseling

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Child Therapy
- Group Therapy
- Understanding why a certain behavior is unacceptable.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Coping with Stress and Anxiety

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Push to work hard and perform best.
- Learn how to handle stress.
- Learn how to handle anxiety.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Orientation for Parents

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Importance of Familiarizing
- Handle feedbacks from parents positively
- Learn to be a solutionist.
- Never take things personal.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Nurturing Child Confidence

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Fosters Empathy
- Self-Esteem and confidence building
- Increased resilience and grit
- Better interpersonal relationships and mental health

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Adolescent Issues

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Promotes attitudes of independence, responsibility, and risk avoidance
- Encourages students to care for their own health, sexuality, and reproductive lives, and those of others.
- Clears Confusion
- Helps parents understand how to handle the issues.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

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**Name of Session:** Good Attitude

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Adopt a growth mindset.
- Develop better relationships and social life.
- Practice mindfulness
- Positive outlook

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Ownership

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Have a sense of self-efficacy.
- Able to deeply engage in learning activities.
- Accept a sense of responsibility and control over their work environment.
- Develop creative freedom and personal satisfaction.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Empathy

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Helps students to see from a different person's perspective and support them in a unique way.
- Improves the capacity to communicate well with others.
- Become better learners, develop better understanding of concepts.
- Learn to read others more accurately, and show better social behavior.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



# NEOSTYLUS<sup>®</sup>

**Name of Session:** Appreciating Differences

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Boosts self-esteem, and improves relationships, performance in studies, and work.
- Students feel confident and safe.
- Be willing to address inequality.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Gender Issues

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Changing gendered perspectives on the roles of women and men
- Countering gender-related stereotypes
- Creating a more equal society.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Integrity

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Raise awareness about integrity standards.
- Corruption prevention in the public sector.
- Learn to focus consciously on various areas including codes of conduct and ethics, conflict of interest, ancillary activities.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Teamwork

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Help students communicate with others.
- Increase their social skills and self-confidence.
- Help them to develop into happier adults.
- Learn important skills and life lessons.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Leadership Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Learn the art of building relationships within teams.
- Defining identities and achieving tasks effectively.
- Accepts challenges.
- Learn the basic skills as a leader to lead a project or team.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Study Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Students that start learning and practicing key study skills at the beginning of their degree will have more confidence, motivation, engagement and achieve more goals.
- Cope with life as an individual better.
- Handle situations responsively and with total ownership.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Assertive Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Help students have a more accurate perception of their experiences.
- Empower them to deal with distressing situations such as bullying, inappropriate and upsetting behaviors directed at them or classmates, overwhelming instructions, or confusion about lessons etc.
- Able to say No when needed while having control over their emotions.
- Resolving the conflict in a calm manner.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Grooming

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Helps students understand the importance of hygienic lifestyle.
- Helps to maintain a healthy coat and skin.
- Consciously aware of dressing sense and its importance.
- Understand how grooming gives confidence.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



# NEOSTYLUS<sup>®</sup>

**Name of Session:** Body Language

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Helps students express themselves using the correct gestures and physical cues.
- Helps connect with people better and avoid culture shock.
- Widens self-perspective and how others perceive.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Listening Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Improves linguistic barriers.
- Makes one more empathetic towards their surroundings.
- Helps resolve conflicts better.
- Helps understand the situation mindfully.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Anger Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Helps students learn how to express feelings in a healthy way
- Cope with stress more effectively
- Improve relationships.
- Prevent unhealthy behaviors like misusing drugs or alcohol.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Disagreeing Amicably

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Develop the skill to perceive perspectives.
- Learn that disagreeing amicably helps build relationships.
- Helps others value and respect you.
- Helps students become more positive, productive, and kind, and less anxious and stressed.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Resolving Conflicts

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Helps children become more positive, productive, kind, less anxious and stressed.
- Helps improve communication and collaboration from an early stage in life.
- Personal growth and insight.
- Develop healthy relationships and commitment.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Respecting Elders & Taking Responsibility

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Self-confidence and inner strength.
- Accept challenges in life and handle them with ease.
- Understand the importance of commitment.
- Understand owning something gives strength and helps unveil latent talent.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Respecting Technology

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Understand the use and misuse.
- Save cost.
- Use technology towards one's growth and advantage in life.
- Mindful conscious enjoyment.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Importance of Money Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Helps students grow into adults who can achieve financial security and success.
- Helps understand the difference between earning, spending and saving.
- Makes them better money managers who're able to budget.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



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## Campus to Corporate Programs

# NEOSTYLUS<sup>®</sup>

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Benefits for Schools/Institutes:

- Analysis Report Generated - Psychometric + Career
- Certificate to place in the reception - Advantage especially during New Admissions
- Memento for School/Institute
- Financial benefits - if you wish as you have the option to fix the rate.

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Professional Conduct & Rule of Behavior

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Understanding of Corporate Etiquette
- Understand the Ethic and culture accepted in workplace.
- Maintain a professional outlook.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Digital Etiquette

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Encourages proper behavior and the process of using technology.
- Help make the online world a decent place for themselves and others.
- Allows you to find, use & create info online in a productive & useful way.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Dealing with Colleagues

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Develop better problem-solving skills.
- Build social skills like empathy and social understanding.
- Encourage positive work ambience and collaboration.
- Healthy relationships and increase in productivity.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Communication Style

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Improves ability to inform, build trust and relationship.
- Boosts confidence and persuasive skills.
- Improves professionalism and helps in career development.
- Mitigated conflicts while great employee engagement.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



# NEOSTYLUS<sup>®</sup>

**Name of Session:** Time Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Enables you to achieve your goals.
- Prioritize work.
- Reduces Stress Levels
- Become work efficient.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Understanding Strengths Weakness

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Allows you to identify opportunities for growth and expansion.
- Find ways to improve yourself.
- Learn to take feedbacks with a positive perspective.
- Become work efficient.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Feedback

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Learn to give negative feedback positively.
- Learn to take feedbacks positively.
- Make feedback an opportunity to learn and progress.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Creating and setting Goals

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Focus and create a set of achievements during a specific time
- Focus your time and resources more efficiently.
- Brings clarity, direction and purpose.
- Increased task performance, persistence, and motivation

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Integrity

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Raise awareness about integrity standards and corruption prevention.
- Gain trust in corporate.
- Helps reduce socio-economic inequalities and supports environmental sustainability goals.
- Increased task performance, persistence, and motivation

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Business Email Etiquette

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Make the best possible impression on existing business contacts and customers.
- Gives professional look to emails.
- Build rapport with organizations.
- More likely to get positive response.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Business Socials Etiquette

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Creates a professional, mutually respectful atmosphere and improves communication.
- Makes you a more pleasant person to be around, both socially and professionally.
- Promotes business growth.
- Enhances impression.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Telephone Etiquette

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Builds the trust of the potential customers.
- Facilitates communication and ensures that information flows smoothly and accurately.
- Creating a positive and lasting first impression.
- Providing clear and concise communication assists with customer satisfaction.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



# NEOSTYLUS<sup>®</sup>

**Name of Session:** Business Networking

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Build relationships and strengthen connections.
- Helps gain access to new customers.
- Improves social skills and self-confidence.
- Learn how to get access to opportunities.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Interpersonal Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Better camaraderie and work well with others.
- Gives the skills that are needed to build and foster empowering relationships.
- Self-awareness.
- Influence others.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Resume Writing

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Transform your resume into a powerful tool.
- Tell your story with flawless editing.
- Develop confidence, resilience, and occupational awareness.
- First Impression to give to your employer.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Group Discussion

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Promotes involvement of participants.
- Promotes a deeper understanding of a topic and increase long-term retention.
- Represent their views and ask the questions.
- Increases the confidence of a candidate and enhances their communication skills.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** IQ/EQ/SQ/AQ

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Build relationships, reduce team stress, defuse conflict and improve job satisfaction.
- Manage the ups & down, emotional traumas effectively with neutral approach in understanding the situations of life.
- Effective skills of a Leader.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Mock Interview & Questions Asked

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits (Key Learning Concepts):**

- Get constructive feedback.
- Boost your confidence.
- Preparing for behavioral based questions.
- Reduce stress and anxiety.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Business Meeting Etiquette

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Create a professional, mutually respectful atmosphere and improve communication.
- Increase productivity.
- It generates a base level of mutual respect.
- Improves business image.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Creating Action Plan

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Helps you get a framework for thinking about how you'll complete a project efficiently.
- Helps you finish activities in a sensible order.
- Helps you ensure that you don't miss any key steps.
- Spelling out the steps of your business will take, helps you to focus to achieve its financial and sales goals.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online



# NEOSTYLUS<sup>®</sup>

**Name of Session:** Creating a Five Plan

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Group

**Benefits** (Key Learning Concepts):

- Learn how planning provides a guide for action.
- Learn resource utilization.
- Learn to set performance standards.
- Generate efficiency by circling around performance.

**Duration:** 1 Session

**Timing:** 1 hour

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** ESL-General English L1/L2/L3/L4/L5

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits** (Key Learning Concepts):

- Be able to follow instructions given in English.
- Develop confidence to speak in English in Business, Commercial and Administrative environment.
- Engage in an activity directly related to work & influencing the quality of work.
- Improve relationship with others at work by using English to communicate.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** ESL – Spoken English

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits** (Key Learning Concepts):

- Understanding how to communicate regarding day-to-day speech.
- Knowing the power of words and using them effectively
- Developing confidence to speak in English and communicate effectively.
- Be able to follow office/ work ambience etiquette while communicating with seniors and colleagues.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** ESL – Writing Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits (Key Learning Concepts):**

- Learn how to communicate in writing.
- Understand the use of punctuation in writing and words used.
- Learn to use grammar, tense, and vocabulary correctly.
- Be able to communicate effectively with confidence.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** ESL – Listening Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits** (Key Learning Concepts):

- Focus more intensely to assimilate information and understand different topics better, and to then remember more details from what you've learnt.
- Learn to be an active listener and alert after understanding the importance of the Listening Skills
- Knowing the power of words and using them effectively
- Learn to understand the context before answering any questions.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** ESL – Reading Skills

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits (Key Learning Concepts):**

- Engage curious parts of your brain.
- Improve your comprehension and analytical skills.
- Grow as reader, speaker and independent thinker.
- Build vocabulary, learn about the world, and understand complex concepts.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** ESL – Vocabulary

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits** (Key Learning Concepts):

- Improve all areas of communication skills.
- Develop faster comprehension skills.
- Communicate better and understand others communication.
- Build relationships with seniors and professionals.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** IELTS Preparation

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits (Key Learning Concepts):**

- Understand IELTS Test Pattern.
- Practice all four skills.
- Gain confidence to attempt the exam.

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online



# NEOSTYLUS<sup>®</sup>

**Name of Session:** Stress Management

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits** (Key Learning Concepts):

- Understand that stress is a positive, unavoidable part of everybody's life.
- Focus on the need, and importance of stress management.
- Live a more relaxed lifestyle and prevent stress-related illnesses.
- Control the stressors in life through the development of a personal stress-management plan.
- To plan and live a 'Tomorrow – with a Difference'!

**Duration:** 3 Months – twice a week

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>

**Name of Session:** Motivation Session

**Name of Trainer:** Punam Agarwal

**Session Objective:** Empower the Student

**Group/One-on-one:** Both

**Benefits (Key Learning Concepts):**

- Empowerment
- Encouragement
- Confidence
- Increased productivity

**Duration:** 1 Session

**Timing:** 1 hour each session

**Mode:** F2F / Online

# NEOSTYLUS<sup>®</sup>