

INSTITUTE OF MANAGEMENT, NIRMA UNIVERSITY, AHMEDABAD

The world-class campus of Nirma University is located on Sarkhej-Gandhinagar Highway, about fifteen kilometers from the walled city of Ahmedabad. It is the outcome of the visionary leadership of one of the most successful entrepreneurs of India, Padmashri Dr. Karsanbhai K. Patel, who has created a business conglomerate known as Nirma Group. Institute of Management is a constituent of Nirma University, which was set up in 1996 by Nirma Education and Research Foundation to promote excellence in management education. The Institute has been consistently growing under the guidance of Shri Ambubhai Patel (Vice-President) and Dr. N. V. Vasani (Director General –Nirma University). Dr. C. Gopalkrishnan is Director of the Institute of Management and Dean – Faculty of Management. The Institute has been undertaking a wide range of educational and training related activities and series of national and international conventions which have helped it emerge as one of the premier business schools in the country within a short span of twelve years. Presently, it is rated as one of the top twenty five B-Schools in the country. Its mainstream programmes include MBA (Full Time), MBA (Part Time), MBA (Family Business and Entrepreneurship) and Ph. D. in Management. The Institute also offers Executive Diploma Programmes in various functional areas of management. The Institute conducts need-based in-house training programmes to meet the training needs of industry. The Institute has academic alliance with international universities, such as New Mexico State University, USA; Hanyang University, South Korea; Florida Atlantic University, USA; and Minnesota State University, USA to name a few. The facilities on the campus include air- conditioned classrooms, a state-of-the art library, a 450-seater auditorium, well-equipped computer centre and hostels for the students.



For further information, please contact:

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or

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Management Development Centre

Institute of Management, Nirma University
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Management Development Programme

2010-11



MANAGERIAL SKILLS FOR SUPERVISORY PERSONNEL

October 5-6, 2010

Programme Leader

Sameer Pingle
sameer@imnu.ac.in



Nirma University
Ahmedabad: 382481 (Gujarat)

OVERVIEW

Supervision is about building working relationships with employees. Building a trusting relationship takes time. One of the most challenging aspects of supervision is evaluation of employee performance. Evaluations can be a tool to improve performance by establishing goals for and recognizing outstanding performance. They are expected to obtain better performance from their human resources and to do so in an environment that is constantly changing. Good supervisors provide training and development for their employees and are glad to make the investment in refining employee skills. This can benefit the employer by retaining employees and meeting future business needs.

Today's supervisors whether they are in factories, nursing care units, business offices, or retail stores are not successful by using authoritarian direction and close control. Coaching and mentoring of employees is very crucial than directing for supervisors for achieving desired results. They are also responsible for managing quality of product or service in the organization. The program aims at honing managerial skills of supervisors.

WHO SHOULD ATTEND?

The programme is designed for Supervisors, First Level Line Managers, Team Leaders, and employees on the threshold of becoming Supervisors in near future. The program is ideally designed for supervisors working in small and medium enterprises in manufacturing as well as service sector. The program will also be equally useful for Entrepreneurs and Business Owners for sharpening their Supervisory skills.

PROGRAM CONTENT

- Communication Skills
- Quality Management
- Analytical Skills
- Employee Motivation
- Goal Setting
- Managerial Roles
- People Management Skills

PEDAGOGY

- Group Discussion
- Role Plays
- Case Study
- Lectures
- Presentations

LEARNING OUTCOMES

At the end of this program, the participants should be able to:

1. Learn managerial issues confronting Supervisors
2. Learn employee motivational techniques for increasing productivity
3. Learn analytical skills to improve performance
4. Appreciate people management skills
5. To appreciate significance of Quality Management for Organizational Performance

PROGRAMME LEADER

PROF. SAMEER PINGLE

Faculty: Organizational Behavior and Human Resource Management Area

Prof. Pingle is Mechanical Engineer with Post Graduate Degree in Management (HRD, Marketing). He has one decade work experience in Industry & Academia. He was awarded NET (Management) in 2005 by UGC. His experience includes handling line responsibility in production department. He has presented many research papers in national & international seminars, conferences, and his papers/articles are also published by reputed journals. He has participated in many workshops & Faculty Development Programs organized by premier B-Schools. He is secretary of Indian Society for Training and Development (ISTD) - Ahmedabad Chapter and Member of Academy of HRD, Ahmedabad. Besides this, he has been involved in conducting training programs for business houses. He has been instrumental in designing and conducting Management Development Programs at the Institute. Cases written by him are published with European Case Clearing House, UK. He teaches Organizational Behavior, Organization Theory, Design and Change, Human Resource Management, Recruitment & Selection, International HRM, Performance Management and Business Ethics.

VENUE AND DURATION

The programme will be conducted at Institute of Management, Nirma University, Ahmedabad during October 5-6, 2010.

PROGRAMME FEE

Non Residential : Rs. 7000/-

A company nominating three or more participants for the programme will be entitled to 10% discount. The fee includes presentation material, refreshment and lunch on the programme days.

The fee to be paid in advance through a demand draft or a local cheque drawn in favour of 'Institute of Management, Nirma University' payable at Ahmedabad.

ACCOMMODATION

University Guest House with basic facilities is available for Rs. 1000/- per day.



NOMINATION FORM



Management Development Programme 2010-11

Managerial Skills for Supervisory Personnel

October 5-6, 2010

Name of the Participant _____

Designation _____ Date of Birth _____

Organization _____

Address for Communication _____

Phone _____ Mobile _____

E-mail _____ Fax _____

Current Job Responsibility

Expectations from this programme

Date _____

Signature _____

Participant can be sponsored by self or by his / her employer.
If sponsored by the employer, please complete this section.

TO BE FILLED BY THE SPONSOR

Name and Designation of Sponsor _____

Name and Address of Organization _____

Phone _____ Fax _____ E-mail _____

Payment Details: Demand Draft / Cheque No. _____

Bank _____

(Drawn in favour of "Institute of Management, Nirma University" payable at Ahmedabad.)

Signature and Seal of sponsor _____

Please return filled up form to:

Management Development Center
Institute of Management, Nirma University
Sarkhej Gandhinagar Highway,
Ahmedabad-382 481, Gujarat
Ph.: 02717-241900-04 Fax: 02717-241916
Email: eec@nim.ac.in

(Please feel free to make photocopies of this application form.)

Book Post

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FOR
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October 5-6, 2010



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