human training consultants

INDIA + UAE | INTERACTIVE CATALOGUE

Programme Selection Catalogue

Practical learning journeys for execution excellence, managerial impact and measurable workplace capability.

SELECT WHAT YOUR PEOPLE NEED

- Cadre 1 - Execution Impact
- Cadre 2 - Managerial Impact
- Assessments and behavioural insight

Established in 2014
Available in India and the UAE

www.humantraining.org
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START HERE

Shape Your Learning Requirement

Complete the details, tick the relevant programmes, save the PDF and email it to us.

Organisation details

CONTACT NAME

ORGANISATION

WORK EMAIL

PHONE NUMBER

PARTICIPANT GROUP / LEVEL

ESTIMATED NUMBER OF PARTICIPANTS

How to use this catalogue

01	**Select**	Tick any programme or assessment that matches your requirement.
02	**Prioritise**	Use the final page to describe your business need and desired outcomes.
03	**Save**	Download or save a copy of this completed interactive PDF.
04	**Share**	Email it to ht@humantraining.org. We will help shape the right intervention.

TWO DEVELOPMENT CADRES

Cadre 1 - Execution Impact

Core professional, customer, commercial and personal-effectiveness capabilities for individual contributors and emerging talent.

Cadre 2 - Managerial Impact

Leadership, team, performance and people-management capabilities for first-time and experienced managers.

CADRE 1 - EXECUTION IMPACT

Communication and Professional Impact

Tick the programmes you would like to explore.

☐ C1-01

Presentation Skills That Win Buy-In

- Structure a clear and compelling presentation.
- Use stories and visuals to sustain attention.
- Strengthen body language and voice modulation.
- Handle questions and audience interaction confidently.

☐ C1-02

Business Communication

- Communicate clearly through verbal and non-verbal cues.
- Write concise, professional emails and documents.
- Listen actively and respond with empathy.
- Adapt communication across cultures and contexts.

☐ C1-03

Professionalism at the Workplace

- Build a credible professional presence.
- Practise workplace courtesy and respect.
- Navigate meetings, networking and business dining.
- Strengthen phone, virtual and cross-cultural etiquette.

☐ C1-04

Creating Customer WOW

- Understand evolving customer expectations.
- Adopt a customer-centric communication mindset.
- Handle complaints and service-recovery conversations.
- Build loyalty through proactive problem-solving.

☐ C1-05

Conflict Management

- Recognise common sources and patterns of conflict.
- Use appropriate conflict-resolution styles.
- Communicate effectively in tense situations.
- Deal constructively with difficult behaviours.

CADRE 1 - EXECUTION IMPACT

Customer and Commercial Impact

Tick the programmes you would like to explore.

☐ C1-06

Time and Stress Management

- Prioritise goals, tasks and competing demands.
- Plan and schedule work more effectively.
- Reduce procrastination and distraction.
- Set boundaries and perform under pressure.

☐ C1-07

Sales Planning and Prospect Management

- Translate sales goals into a practical territory plan.
- Identify, qualify and prioritise prospects.
- Strengthen lead-generation discipline.
- Manage the sales funnel and pipeline consistently.

☐ C1-08

Effective Selling Skills

- Explore customer needs through purposeful questions.
- Build rapport, credibility and trust.
- Present value through a persuasive sales conversation.
- Close effectively and sustain post-sale relationships.

☐ C1-09

The Art of Negotiation

- Understand buyer needs, interests and behaviour.
- Prepare for situational and value-based negotiation.
- Use influence and persuasion ethically.
- Handle difficult negotiations and close for long-term value.

CADRE 2 - MANAGERIAL IMPACT

Leading Self and Others

Tick the programmes you would like to explore.

☐ C2-01

Adaptive and Situational Leadership

- Diagnose the situation and the team member's need.
- Adjust leadership style to capability and commitment.
- Lead with agility through change and uncertainty.
- Use self-awareness and empathy to strengthen impact.

☐ C2-02

First-Time Manager

- Shift from individual contributor to people leader.
- Communicate expectations clearly and constructively.
- Motivate, delegate and prioritise effectively.
- Align team goals with business outcomes.

☐ C2-03

Emotional Intelligence

- Understand the core components of emotional intelligence.
- Recognise and regulate emotional responses.
- Stay constructive under pressure and change.
- Build empathy and stronger working relationships.

☐ C2-04

Personal Mastery and Self-Efficacy

- Strengthen self-belief and a growth mindset.
- Build resilience and constructive habits.
- Improve focus, consistency and self-discipline.
- Embrace continuous learning and adaptability.

☐ C2-05

Stakeholder Navigation and Execution

- Map stakeholders by influence, impact and interest.
- Build trust and productive working relationships.
- Tailor communication to stakeholder expectations.
- Align interests and drive decisions into execution.

CADRE 2 - MANAGERIAL IMPACT

Teams, Change and Performance

Tick the programmes you would like to explore.

☐ C2-06

Change Management

- Understand the human stages of change.
- Recognise concerns and sources of resistance.
- Build resilience and support people through transition.
- Embed new practices for sustainable change.

☐ C2-07

Winning Together: Team Building

- Understand team-development stages and dynamics.
- Build trust, cooperation and shared purpose.
- Improve listening and communication within teams.
- Strengthen accountability and constructive conflict.

☐ C2-08

Problem-Solving and Decision-Making

- Apply structured problem-solving frameworks.
- Strengthen analytical and critical thinking.
- Engage diverse perspectives in collaborative decisions.
- Implement, evaluate and adapt solutions.

☐ C2-09

Challenging Conversations

- Approach difficult conversations with confidence.
- Listen for perspectives, interests and emotions.
- Use clear, assertive and respectful communication.
- Ask questions that enable solution-focused dialogue.

☐ C2-10

Conducting Performance Appraisals

- Prepare evidence and objectives for the discussion.
- Assess performance using fair, structured criteria.
- Deliver balanced, strengths-based feedback.
- Agree practical development and performance actions.

People Practices and Facilitation

Tick the programmes you would like to explore.

☐ C2-11
Effective Hiring

- Define role requirements and success criteria.
- Use structured, competency-based interviews.
- Reduce bias and assess candidates objectively.
- Support a consistent selection and onboarding experience.

☐ C2-12
Mentoring and Coaching Skills

- Distinguish mentoring, coaching and performance guidance.
- Build trust and psychological safety.
- Use questions, listening and constructive feedback.
- Adapt the approach to individual development needs.

☐ C2-13
Training of Trainers: Facilitation Skills

- Apply principles of adult learning and facilitation.
- Adapt methods for different learning preferences.
- Use effective questioning and listening techniques.
- Manage group dynamics and evaluate learning.

☐ C2-14
POSH: Prevention of Sexual Harassment

- Understand the POSH Act and workplace responsibilities.
- Recognise forms of harassment and inappropriate behaviour.
- Respond to concerns with sensitivity and confidentiality.
- Build awareness and strengthen preventive practices.

☐ C2-15
Neuro-Linguistic Programming

- Understand core NLP concepts and applications.
- Build rapport and improve interpersonal communication.
- Explore anchoring and language-pattern techniques.
- Apply NLP to self-management, leadership and influence.

ASSESSMENT AND INSIGHT

Make Development Visible

Select the tools that can support diagnosis, development and evidence of progress.

A-01

Gamification-Based Business Simulations

Scenario-based practice that reveals decisions, collaboration and business judgement.

A-02

360-Degree Feedback

One-to-one interpretation and development planning with an ICF-certified coach.

A-03

Assessment and Development Centres

Design, administration and individual reporting against agreed competencies.

A-04

DISC Personality Profiling

Behavioural insight and coaching for communication, career development and life skills.

A-05

MBTI Personality Profiling

Preference-based insight and coaching for individual and team development.

A-06

OPQ Trait Profiling

Evidence to support best-fit hiring, leadership development and career conversations.

A-07

Belbin Team Roles Profiling

Team-role insight for leadership and board-level groups working collaboratively.

A-08

Competency Mapping

Organisation-level competency architecture and role-based behavioural frameworks.

NEXT STEP

Tell Us What Success Should Look Like

Your selection starts the conversation; the final design will be shaped around your context.

Business situation or capability challenge

WHAT NEEDS TO CHANGE?

Preferred delivery

- ☐ In-person
- ☐ Live virtual
- ☐ Blended
- ☐ Open to recommendation

PREFERRED TIMELINE

CITY / COUNTRY

SAVE AND SHARE YOUR SELECTION

Let us shape the right intervention.

Complete the form, then click SUBMIT TO HTC below to email your selection directly to our team. If your PDF reader does not support this, save and email it to ht@humantraining.org.

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