

**DOCTORS**



**LAWYERS**



**CHARTERED  
ACCOUNTANTS**



**ARCHITECT &  
ENGINEERS**



# PROFESSIONAL EXCELLENCE PROGRAM

**Time duration: 1 month**

**Training mode: E-learning  
and Virtual learning with  
Practicals**

1. Science of achievement
2. Art of delegation
3. Time management
4. Leading innovation and success strategies
5. Habits of successful professionals
6. New levels of sophistication
7. Leverage using technology
8. Personal branding
9. Grooming and image management
10. Law of Attraction
11. Mindful meditation
12. Japanese Management and Kaizen
13. Financial freedom
14. Cross-professional networking
15. New trends in entrepreneurship
16. Personal and professional skill development
17. American business English
18. Business presentation for foreigners
19. English accent correction
20. Language sophistication and fluency
21. English for general business
22. Essential business English
23. Global standardization of accent
24. Business idioms
25. Advanced Business Vocabulary
26. Business letters and E-mails
27. Meeting etiquettes
28. Online Creative Writing
29. Meet and talk online
30. Emerging technologies in Internet
31. Managing your presences on the web
32. Legal Services Online
33. Content management system
34. How to equip your Profession online
35. Building Client Relationship
36. Future Professional opportunities
37. Internet in Professional Advancement
38. Identifying counterparts
39. Data analytics and lead generation
40. Freelancing opportunities for Professionals
41. Payment gateway and online banking
42. Online security: - scams, hoaxes and other cyber crimes
43. Learn Google products for Professionals
44. Social media planning
45. Social media channels and their utilities
46. Social media Professional Advancement strategies
47. Facebook Branding
48. Youtube Branding
49. Twitter Branding
50. LinkedIn Branding
51. Instagram Branding
52. Influencer Marketing and Viral Marketing