

Module Number	Module Title
Module 1	Delegation V/s Execution
Module 2	Decision making
Module 3	How to make yourself indispensable?
Module 4	How to handle problem employees?
Module 5	Office management
Module 6	Managing Peer and Boss relationship
Module 7	Subordinate and peer development
Module 8	The power of praise
Module 9	How to put ideas effectively?