

PLAN OF THE YEAR

HUMAN RESOURCES MANAGEMENT (HRM)



Agenda of the year



1 orientation

11 2 to 3 sessions

12 2 to 3 sessions

2 1 to 2 sessions

3 2 to 3 sessions

4 2 to 3 sessions

0 1 session + outing

October

Orientation session



December

- **soft skills (team work)**
- **soft skills
(communication)**
- **how to write
document**

November

- **Introduction to HRM**
- **HR rules and
responsibilities (2
sessions)**

March

- **soft skills (emotional intelligence)**
- **soft skills (decision making)**

February

- **soft skills (leadership)**
- **soft skills (time management)**



- **Q&A**
- **outing**



- **presentation skills**
- **soft skills (planning)**

Thank You
we are done.

