



## Improving Self-Awareness

A vital way of becoming more effective in both business and life is by becoming more self-aware. If you can become aware of your self – your strengths and your weaknesses, you will have a better idea of the affects you can impose, and how to change them, or whether you should. Implementing the guidelines in this course is the first step in a continual process of deepening your awareness of yourself and the affects you have on people and situations. Becoming more effective can only boost your rewards in both your professional and personal life.

## **Course Overview**

You will spend the first part of the day getting to know participants and discussing what will take place during the workshop. Students will also have an opportunity to identify their personal learning objectives.

### **Specific learning objectives include:**

- Define the self and different aspects of the self
- Learn from introspection
- Understand the nature and value of emotions
- Appreciate themselves
- Appreciate others
- Improve effectiveness

## **What is the Self?**

This session will define the self and the aspects of self.

## **Awareness of the Physical Self**

Next, participants will know how to be aware of their physical self, what are the stressors of their stress, and what they can do to manage and reduce their stress.

## **Time Management**

During this session, participants will learn the importance of time management by organizing, setting goal and working for it, recognizing priorities, and identifying factors affecting time management.

## **The Emotional Self**

This session will introduce the participants about the validation of emotions, utilization of emotions, arousal of emotions, and emotional valence.

## **Mood Management**

In this session, participants will learn how to manage their emotions, categorize emotions, when to decrease the arousal of emotions, and when should its arousal be increased.

## **Mental Self**

Next, participants will explore their personality, thinking style, learning style, and stinking thinking.

## **Interpersonal Awareness**

In this session, participants will learn the responsibilities of being more adaptable in their interaction with others.

## **The Spiritual Self**

During this session, participants will learn how spiritual self is the capstone to developing awareness of one's whole self.

**Limitations of Self Awareness**

In this session, participants will learn the limitations of self-awareness and how it can have detrimental effects when giving too much focus on self.

**Independence Versus Interdependence**

This session will explore the difference of interdependence and independence.

**Workshop Wrap-Up**

At the end of the day, students will have an opportunity to ask questions and fill out an action plan.

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