



# **ARMY INSTITUTE OF EDUCATION**

Plot M-1, Pocket P-5, Sec. CHI, Greater NOIDA

(Affiliated to GGSIP University, New Delhi)

NAAC ACCREDITED & ISO 9000:2015 CERTIFIED INSTITUTE

## **PERSONALITY DEVELOPMENT PROGRAMME**

**(15 JAN-25 JAN,2019)**

### **WORKSHOP ON 'TRANSACTION ANALYSIS'**

As a part of the Personality Development Programme, **Dr. Shruti Gupta, Deputy Director & Associate Professor (Human Resources), Army Institute of Management and Technology, Greater NOIDA**, conducted a session with the students on 21 Jan 2019. The focus was to give the students an insight about the term **Transactional Analysis**.

She explained to the students in details about the analysis as an approach to study interpersonal relations in an organizational system and made student teachers aware about a psychoanalytic theory wherein social transactions are analyzed to determine the various ego states of a person based on behavior. She discussed about the three ego states an individual switches himself into, i.e. parenting ego, adult ego, child ego. To introspect into the ego state, student teachers were motivated to complete the Transactional Analysis Questionnaire. Apart from that, she enlightened them with various other indispensable analyses such as script analysis, analysis of self-awareness, transactions and life positions.

It was an engaging and interesting session contributing immensely to the personality development of the students.



Dr. Shruti Gupta, Associate Professor, AIMT conducting the workshop on Transactional Analysis.



**The students filling the questionnaires under the guidance of Dr. Shruti Gupta.**

The second session of PDP on 21 January 2019 was conducted by **Mr. Vikas Gupta, Training Manager, Radisson Blue Hotel, Greater NOIDA.**

The topic was “**SOCIAL GRACES**”, the skills used to interact politely in social situations. He started his session with the ABC of First Impression i.e. Appearance, Behavior and Communication. He also added that from these initial first impressions, by chance or circumstance, relationships are formed or discarded.

During his lecture, Mr. Vikas quoted “***The most important thing in communication is hearing what isn't said***”. He enlightened the audience with the significant aspects, which are to be considered during a job interview. He also shared some tips regarding how to conduct oneself during dining. Apart from that, he demonstrated the napkin etiquettes, handling cutlery and the wine etiquettes.

He enlightened the audience with the do's and don'ts of table manners, correspondence etiquettes, email etiquettes, meeting etiquettes, telephone etiquettes and office etiquettes. Last ,but not the least,he assisted the students get a first hand,practical experience of handling the cutlery in an appropriate manner.

His session was very interactive as lots of students were taking part in the session and also asking queries.

## Principal AIE felicitating the guest, Mr. Vikas Gupta



## Mr. Vikas addressing the students and staff on Dining Etiquettes



## Student- teachers actively participating in learning dining etiquettes

