



## **CII SMART MANAGER PROGRAMME**

CII Smart Manager Certificate Programme is a job-readiness program, designed to help young graduates differentiate themselves in the corporate world by acquiring key professional skills.



**Confederation of Indian Industry**

Knowledge Partner



# Programme Overview

## Introduction to Business?

- Learn How Businesses Operate
- Why a customer Buys?
- How to decode consumer and customer segments
- Need Analysis

## Professional Personality & Etiquette

- Understanding Perception
- Building a Good Impression
- Workplace & Meeting Etiquette
- Understanding Networking and its Importance

## Campus to Corporate

- Complexity in Corporate Life
- Corporate Code of Conduct
- Unspoken Rules at Workplace
- Unconscious Biases
- Understanding Diversity

## Managing Time and Stress

- Yoga at the Desk
- Reducing Stress levels with Gratitude
- Positive Visualization
- Why must we Manage Time?
- Time Management in VUCA world

### Mid-Term Assessment

## Introduction to Finance

- What is Money?
- Time Value of Money
- The Grammar of Finance
- Profit & Loss Statement

## Emerging Technologies

- AI across different Industries
- Commonly Used AI Technologies
- Introduction to IoT
- How Internet of Things Works
- IoT Implementation and Future

## Design Thinking and Creativity

- What is Design Thinking?
- Design Thinking framework
- What is Creativity?
- Different Styles of Thinking

## Ace Your Interview

- Building an Impressive Resume
- Preparing for an Interview – Company Research
- Building an Effective LinkedIn Profile
- Interview & Dressing Etiquette

### Final Assessment

## Delivered by Industry Experienced Faculty



**ASHOK KORWAR**  
STRATEGY, DESIGN THINKING  
Former PGP Chairman, IIMA



**USHA RANGARAJAN**  
SERVICE EXCELLENCE  
Ex- Tata Tele, Wipro, Taj



**SONALI GERA**  
LEADERSHIP, DIVERSITY  
Ex- Tata Motors, Patni



**GAGANDEEP SINGH**  
LEADERSHIP, CULTURE  
Ex- Sumedhas, ISB



**VIJAY MAKWANA**  
MARKETING, BRAND  
Ex- Whirlpool, Rio Tinto, Marico



**SAMEER KANSE**  
PRODUCT MGMT, M&A  
Ex- Tata Comm, ING



**SEMIRA KHALEELI**  
SALES, PERSONALITY  
Ex- KEYS, InterContinental



**SMITA LAL**  
COMMUNICATION  
Consultant, Trainer



**SHIRISH KHER**  
DECISION MAKING  
Ex- Asian Paints, GE



**SRINU ADDEPALLI**  
STRATEGY, FINANCE  
Ex- Tata Comm, TSMG



**MOHAN BALA**  
LEARNING SYSTEMS  
Ex- Zee, Aricent, HCL



**SUMAN ADDEPALLI**  
PERSUASION, WELLNESS  
Ex Radio Mirchi, Reliance

# How will this Program Help You?



## **Ace Your Interviews**

**By improving your Communication & Networking Skills**



## **Industry Approved Certification**

**Helps you stand out in the Crowd of 1000's of Job Aspirants**



## **Enhance Your Employability**

**Course teaches you key professional skills recruiters look during hiring decisions**

## Our Learners Take on the Program



**Ganesh Nuthalapati**  
Program Participant

*This program consists of regular interactive assessments which will test the application of concepts to ensure that the CII Smart Manager Certificate would be equivalent to an industry internship.*



**Swarada Khele**  
Program Participant

*I was rejected in the final interview wherever I applied for a job. After CII SMART Manager training, I received a placement offer from Airtel!*



**Vishwanath Patne**  
Program Participant

*Programme gave me insights about corporates, business acumen and specially how to be ready for interviews. I secured a job as Management Trainee in Glasswing*

## 1. Eligibility

Students of all streams, branches and sectors are welcome to learn & develop the skills industry looks forward to while making hiring decisions. No prior knowledge is necessary, only hunger to lead the race

## 2. Duration

The course content is designed for ~13 Hours of learning along with midterm and final assessments. We recommend 20-30 mins per day consumption for effective retention of the concepts learned. A diligent candidate should be able to complete the course in 4 weeks. We believe in reasonable length of learning as learners generally give up in lengthy courses

## 3. Access

The course consumption is self-paced from the day you register. You can access it on web-app or mobile app (Android/iOS) both as per your choice. The content will be available to you for 6 months from the day you register.

## 4. Certification

On successful completion of the course and the assessments, candidates will receive an industry endorsed certificate from CII (Confederation of Indian Industry). There is more to it, candidates securing Grade 'A' in the final assessment will receive **Certificate of Brilliance** from CII. Get Ready to win the Race

## 5. How will the Program help me get a Job?

The CII Smart Manager program is built for candidates to get work-ready in corporate world and be eligible for the most coveted professional jobs. The program facilitates the skills, mentorship webinars and preparation (ace your interview module) necessary to make candidates successful in their pursuit of top jobs.



Confederation of Indian Industry

**We Would love** to answer your queries

**For any support:**

Call us: +91-9920977731

Email us: [support@globalgyan.in](mailto:support@globalgyan.in)

