

Maximising Personal & Professional Effectiveness for Scientists and Engineers
One day + half a day (either next day or preferably 2 weeks later)

This training course for scientists, engineers and technical managers, draws together work-based experience and in-house skills updating, integrated with participant's actual project based issues. The new approach being offered here is generally referred to as "reflective learning", and augments the engineering professional bodies approach to continuing professional development (CPD).

Approach

- Personal:** CPD and practical learning approaches, using review techniques, and integrated with actual work based project issues.
- Informative:** Review of techniques e.g. problem solving, research methods, risk analysis and mitigation. Review of relevant physiological, psychological, and emotional understanding.
- Challenging:** Use of teamwork, individual presentations, review & planning, and personal 'blocks' identification.
- Enhancing:** 'Trying out' identified personal challenges, with appropriate feedback, enabling increased effectiveness.

Aims

On successful completion of this course, it is expected that participants will have :

- Increased personal effectiveness
- Greater problem-solving, creativeness, entrepreneurial and innovation potential
- Improved interpersonal and team skills
- Better personal management skills
- Improved communication skills
- Increased motivation and drive

Maximising Personal & Professional Effectiveness for Scientists and Engineers

To register, please return this form to:
 The Science & Technology Short Course Unit
 Faculty of Technology, University of Plymouth
 Plymouth PL48AA.
 Tel:01752 233304 Fax: 01752 233310
 Email: scunit@plymouth.ac.uk

NB Please indicate dates overleaf

Name:

Organisation:

Contact Address

.....

.....

Telephone/Fax Nos:

Email:.....

Course Fee £245

I enclose my payment *of £245
 *cheques to be made payable to: 'University of Plymouth'
Please arrange for an invoice to be sent to

Please debit my credit card (We are unable to accept American Express) the sum of:-

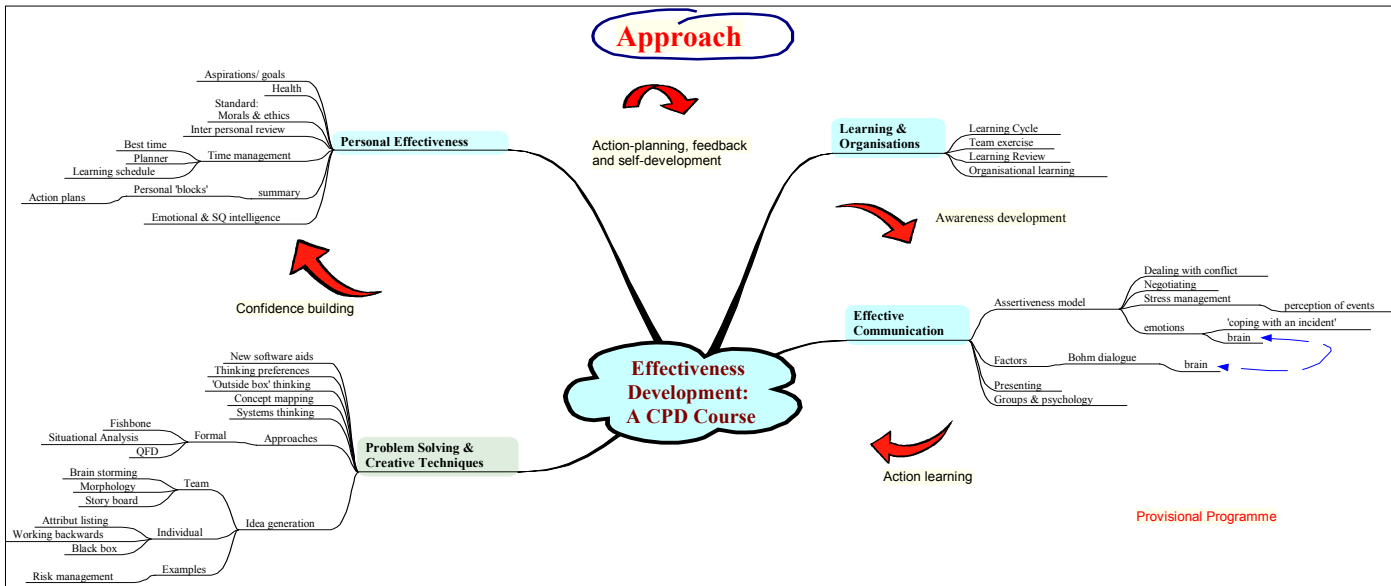
£..... Expiry Date

Credit Card Number

Signature:

Date:

Please send overnight accommodation details



Modes of Attendance

This course is being offered on two different sets of dates. It is based on:- a full day, time for planning/development, and a further half day. Details of the two modes of attendance are below, and are offered to accommodate your commitments.

Either

2-Day mode, where the morning of the second day is free

Or

1-Day mode, followed by 2week gap, then pm of the specified day

In both cases, the tutor and a room will be available for the morning of the second day, for your use and consultation.

Please tick preferred dates;-

(NB Dependant on viable cohort)

28th June Course, with

(29th June pm

or 16th July pm)

or

6th September Course, with

(7th September pm or

21st September pm)

Course Fee includes course notes, lunch, refreshments, Course Dinner and course text: 'A Manager's Guide to Self-Development', Pedler, Burgoyne & Boydell (2001), McGraw-Hill

Dr. Paul Filmore, MBA, MInstP, CPhys

Paul has a background in contract research physics, before moving into electronic engineering at the University of Plymouth. He has developed an innovative course on research training and professional development for all engineering and computing postgraduate students. He has combined his practical MBA interests in organisational change, with those of aiding individuals and companies in creative and entrepreneurial development.

Support:

Catherine Thom, MMus, FTCL, LRAM

Catherine has had a twenty-year career as a professional soloist classical musician. Recently as a career change, she has brought her creativity, intuition and communication skills into the arena of helping professionals with their self-development.

For in-house course, please contact:

Dr. Paul Filmore

01752 232330

Email: pfilmore@plymouth.ac.uk

<http://www.tech.plym.ac.uk/dcee/staff/PaulFilmore/>

The Science & Technology Short Course Unit

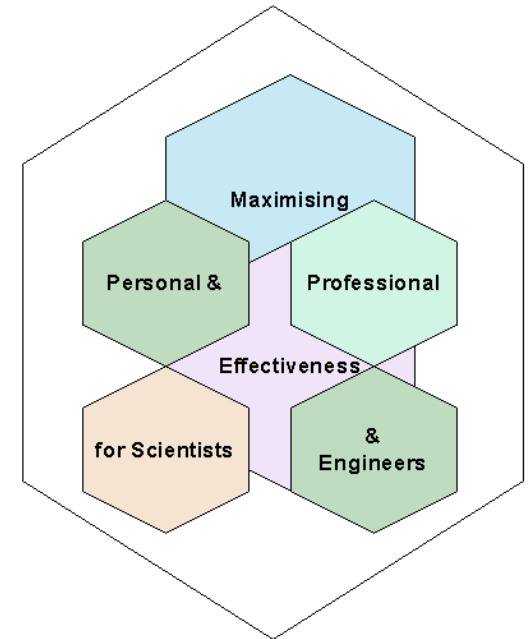
Faculty of Technology

University of Plymouth

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Professional Development & Training

Short Course: SC437

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