Our Other Management Development Programmes

Sl. No.	Programme Title	Dates
1.	The Leadership Clinic	May 5, 2017
2.	Managing for Excellence through Effective Leadership	May 24-26, 2017
3.	Risk Management in Banks	June 22-23, 2017
4.	Building Corporate Strategy for Effective CSR	June 28-30, 2017
5.	Managing Self for Unlocking One's Potential and Achieving Excellence	July 10-11, 2017
6.	Accelerating Sales Team Performance	July 13-14, 2017
7.	Finance for HR Executives	July 19-21, 2017
8.	Harnessing Emotional Intelligence for Higher Performance	July 26-28, 2017
9.	Leveraging Customer Engagement and Loyalty	August 3-4, 2017
10.	Project Management for Competitiveness	August 9-11, 2017
11.	Training of Trainers: A Programme for HR Professionals and Administrators for Enhancing Effectiveness and Return on Training Investment	August 16-18, 2017
12.	Human Capital Management in Global Context	August 21-24, 2017 Aug. 25-Sept. 2, 2017
13.	Business Research for Effective Market Decisions	August 28-29, 2017
14.	Corporate Strategy for Risk Management	Aug.30-Sept.1, 2017
15.	Enhancing Trust and Loyalty through Holistic Customer Engagement	September 4-5, 2017
16.	Finance for Non-Finance Executives	September 6-8, 2017
17.	Communication and Presentation Skills for Managers	September 13-15, 2017
18.	Managerial Leadership and Team Building	September 20-22, 2017
19.	Understanding and Analysis of Financial Statements	October 4-6, 2017
20.	Sustainable Development and Strategic CSR	October 11-13, 2017
21.	Effective PMS for High Performance Culture	November 1-3, 2017
22.	Strategic Cost Management	November 6-7,2017
23.	IV Directors' Enclave	November 9-11, 2017
24.	Developing High Impact Leadership: Influence People-Impact Business	November 13-15, 2017
25.	HR Analytics: Making Informed Decisions	November 16-17, 2017
26.	Forecasting Techniques for Marketing and Business Decisions	November 20-21, 2017
27.	Developing HR Consulting Skills and Tool Kit: A Programme for Aspiring Internal HR Professionals and External Consultants	November 23-24, 2017
28.	Digital and Social Media Marketing	November 27-28, 2017
29.	Design & Implementation of Balanced Scorecard & 360 Degree Feedback System to Create a High Performing Organization	December 4-5, 2017
30.	Advanced Leadership for Senior Managers	December 6-8, 2017
31.	Maximize your Marketing ROI with Effective Selling and Negotiation	December 11-12, 2017
32.	Leading Strategy Execution & Change	December 13-15, 2017
33.	Effective Retail Management	December 18-19, 2017
34.	Design & Implementation of Formal Mentoring Programme for Building Learning Organization and Achieving Sustained Competitive Edge in VUCA World	December 21-22, 2017
35.	Business Analytics for Value Creation	January 15-16, 2018
36.	Interpersonal Skills and Persuasive Strategies for Managers	January 18-19, 2018
37.	V Directors' Enclave	January 18-20, 2018
38.	Finance for Non-Finance Executives	January 22-24 2018
39.	Towards Effective Women Leadership	January 29-31, 2018
40.	Improving Negotiation Skills	February 5-7, 2018
41.	Credit Management, NPAs and Recovery Strategies in Banks and Financial Institutions	February 8-9, 2018
42.	Enhancing Managerial Effectiveness: A Programme for High Potential Emerging Leaders	February 14-16, 2018
43.	Honing Managerial Communication Skills	February 19-20, 2018
44.	Understanding and Analysis of Financial Statements	February 21-23 2018

ABOUT IMI :

Nestled in the Qutab Institutional Area, International Management Institute (IMI), New Delhi was established in 1981 in collaboration with IMI Geneva (now IMD Lausanne). IMI is India's first corporate sponsored business school established with the support of corporate houses like: RPG Enterprises, Nestle, ITC, SAIL, Tata Chemicals, BOC and Williamson Magor. Over the last 35 years, the Institute has grown in its stature nationally and globally for providing high quality management education. This is evidenced through its International linkages with UNDP, World Bank, ILO, UNCTAD and Asian Productivity Organisation.

IMI's diverse and experienced resource pool of faculty resources having a rich combination of academic rigour and corporate exposure is one of the institute's distinct strengths. This vast and enriched pool has a special focus on delivering management education, training, research and consultancy. IMI contributes significantly to the growth and development of management as a discipline in India.

IMI conducts a large numbers of Management Development Programmes (MDPs) every year, which include Open Programmes, specially designed In-company programmes and Online programmes in different functional areas. These programmes are aimed at capability building of senior-level and top-level managers and executives to help them in updating their concepts and enhancing leadership and managerial skills.

IMI New Delhi has emerged as a leading business school of India. According to the National Institutional Ranking for Business Schools as announced by the Ministry of HRD, Government of India in April, 2016 IMI New Delhi has been ranked at No.7 in India among all B-Schools and at No.1 as the top most Private Sector sponsored business school in the country.

IMI's strength across diverse management disciplines, backed by an excellent team of faculty and the strong network with eminent organisations, helps deliver its commitment towards its vision of being a premier global management school.

For registration/any other information, please contact:

Mr. Sat Parkash, General Manager (MDP)
International Management Institute
B-10, Qutab Institutional Area, Tara Crescent, New Delhi 110016
Phone : (011) 4719 4172 (Direct), 4719 4100 (30 lines), 4719 4200 (30 lines)
Fax : (011) 4168 8439, 2686 7539, **E- mail :** mdp@imi.edu; **Website :** www.imi.edu

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MANAGEMENT DEVELOPMENT PROGRAMME

Effective Decision Making Using Advanced Excel

May 22 - 23, 2017

IMI Campus, New Delhi

Programme Director : Prof. Himanshu Joshi

INTRODUCTION

In today's competitive business environment, managers face the challenge to make timely decisions. With proliferation of technology in all business functions, the ability to effectively use IT tools for taking data driven decision for improving sales, revenue and profitability is crucial.

Excel is the most frequently used tool by managers to handle data efficiently. Users claim to know excel but majority use it as a data storage tool. Most of the business problems encountered in the area of Marketing, Finance, Human Resources and Operations can be dealt using excel.

The program aims to give the participants basic and advanced spreadsheet concepts and applications and focuses on data modeling using Microsoft Excel. The program covers decision making scenarios from various functional domains like marketing, finance, human resources and operations.

OBJECTIVES

- To develop an ability to approach a decision making problem in a logical manner.
- To improve decision ability of managers through analysis of real life situational data across different functional domains.
- To provide hands-on working knowledge of excel and its advanced features.

CONTENTS

- Overview of capabilities of excel
- Performing calculations
- Using formulas and functions
- Data Summarization, Ordering and Filtering
- Importing data from multiple sources and consolidation
- Finding Hidden Patterns and Relationships in Data
- Creating dynamic tables using pivot tables
- Creating dynamic charts and dashboards
- Building Excel Models for managing Marketing, Financial and Operations Data
- MS Excel for Business Forecasting
- Using Excel for Optimizing Resources
- Sensitivity Analysis
- Introduction to MS Excel PowerPivot
- Automating repetitive tasks using macros
- Collaborating with other users - sharing, protecting and authenticating workbooks.

PEDAGAOGY

This is a 100 percent hands-on program. The instructor will supplement practical sessions with interactive discussions and Q&A.

DELIVERABLES

After the completion of the program, participants will:

- Master the advance features of excel.
- Develop the ability to formulate problem and develop decision support system models.
- Develop capability to make best use of the tool for handling data.

WHO SHOULD ATTEND

- Analysts, decision makers and managers who would like to improve their ability to take decisions using excel.
- Top and Middle Level Managers working in various business functions (Finance, Marketing, Operations, Information Technology, Human Resources etc.) from public and private sector or government organizations.

FACULTY AND RESOURCE PERSONS

IMI faculty members and eminent resource persons will share expertise and experience in the various sessions.

PROGRAMME DIRECTOR

Prof. Himanshu Joshi is an Assistant Professor and the Area Chair for IT Area at IMI. He has overall 15 years of teaching, research and industry experience, with prior employment in organizations like United Nations Development Programme (UNDP) & UNAIDS. An avid researcher, Himanshu has several research papers published in referred national and international journals to his credit. Other than that, he periodically writes book chapters and is a regular with articles in various business & management publications. Himanshu is also a reviewer to international journals and has done book reviews on Enterprise Resource Planning and Knowledge Management. He has keen research interest in the areas of Information Systems, Electronic Business, Enterprise Resource Planning, Analytics and Knowledge Management. He has conducted training sessions on Spreadsheet modeling and data analytics for ONGC, IOCL, Satluj Jal Vidyut Nigam (SJVN), Canara Bank, Hindustan Zinc and Fab India. He also takes sessions on Information Systems, Electronic Commerce, Knowledge Management, Big Data and Analytics and Enterprise Systems. A graduate in Engineering, Himanshu is also a gold medalist from IMI, Delhi. He has done his doctorate in the area of Knowledge Management. He can be reached at: <himanshu@imi.edu>.

ADMINISTRATIVE DETAILS

Dates:

May 22-23, 2017

Venue:

International Management Institute

B-10, Qutub Institutional Area

New Delhi 110016

FEE

Non-residential - Rs 18,000 per participant (plus Service Tax @ 15%) covering professional fee, programme kit and tea/lunch.

Residential - Rs 25,000 per participant (plus Service Tax @ 15%) covering professional fee, programme kit and boarding and lodging (air conditioned single room) at IMI Campus, New Delhi from noon of May 21 till noon of May 24, 2017.

Group Discounts

- **10% discount on fee amount is available in case an organization nominates 2 or more participants to the programme.**
- **20% discount on fee amount is available in case an organization nominates 4 or more participants to the programme.**

Fee is payable in advance by way of local cheque/DD in favor of "International Management Institute" payable at New Delhi or through direct electronic fund transfer to IMI Bank Account, as per following details:

Allahabad Bank Account Number: 50084979288

MICR Code: 110010007, IFSC Code: ALLA0211083

Pan No.AAAT10972K; Service Tax No.AAAT10972KST001

Please mention the programme name while making payment through electronic fund transfer.

REGISTRATION

The registration form duly filled in along with the programme fee should reach us at least 7 days before the commencement date of the programme. In case of subsequent withdrawal or cancellation of registration no refund of fee will be allowed. However, substitute(s) may be permitted with prior intimation.

CERTIFICATE OF PARTICIPATION

The Institute issues a certificate of participation on conclusion of the programme.

International Management Institute

Management Development Programme on

Effective Decision Making Using Advanced Excel

May 22-23, 2017

Registration Form

Name: _____

Designation: _____

Organization: _____

_____

Office Address: _____

_____

_____

Phone: Office _____

Residence _____

Mobile: _____

Email: _____

Fax: _____

Your expectations from the programme: _____

_____

Residential/Non Residential _____

Payment Details:(Please tick appropriateand fill)

- Payment enclosed (Local cheque/DD No: _____

  Date:_____Amount:_____)

- Payment is under process and will reach you before the programme

Signature

Please return the completed form by post, fax or email to

MDP Office

International Management Institute

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E- mail: mdp@imi.edu; Website: www.imi.edu

Note: If required, please feel free to make duplicate copies of this form for additional registration.