

DALE CARNEGIE YOUTH PROGRAM

Overview

INTRODUCTION	Dale Carnegie Training for Young Adults Are you ready to discover skills that last a lifetime? Dale Carnegie for Young Adults is designed to prepare young people for the real world. It gives them the skills they need to reach their goals and live up to their full potential – at school, home, and work. The curriculum was developed with feedback from students. It consists of six eight-hour, highly interactive sessions that include real-life scenarios and role-playing. Today, the world is more complex, competitive and demanding than ever before. Young people often need to balance school, work and relationships while at the same time, working and planning for their future. Dale Carnegie for Young Adults can help teens become more confident and better able to cope with the pressure and stress adolescents face.
COURSE OBJECTIVES	<ol style="list-style-type: none">1. Building Self-confidence2. Enhancing Communication Skills3. Interpersonal Skill Development4. Teamwork and Leadership Skills5. Effective Attitude Management
MATERIALS	Participant Manual <i>How to Win Friends and Influence People</i> <i>How to Stop Worrying and Start Living</i>
SUPPLEMENTS	<i>Dale Carnegie's Golden Book</i>
COMPLETION	Completion of all sessions Successful completion of assignments
INSTRUCTION	Trainers are selected professionals who have completed extensive training before certification is granted. Annual recertification training is required. Participation, coaching and guided discussion is the primary methods of delivery.
LENGTH	4 sessions, 8 hours per session (Total hours: 32 hours)
CLASS SIZE	30 maximum



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Day	Session Title	Learning Objectives
19 Feb 2024	1A. Build a Foundation for Success	<ul style="list-style-type: none"> – Learn methods to connect with others. – Familiarize ourselves with the Five Drivers for Success. – Expand our capacity to achieve our vision by committing to breakthroughs.
	1B. Recall and Use Names	<ul style="list-style-type: none"> – Focus on people as individuals. – Create positive first impressions. – Use methods for remembering names.
	2A. Build on Memory Skills and Enhance Relationships	<ul style="list-style-type: none"> – Apply a process for memory improvement. – Become familiar with the principles for improving human relations. – Identify opportunities for improving business relationships.
	2B. Increase Self-Confidence	<ul style="list-style-type: none"> – Use our experiences to communicate more confidently. – Communicate with clarity and conciseness. – Discover how past experiences influence behavior.
20 Feb 2024	3A. Enhance Relationships and Motivate Others	<ul style="list-style-type: none"> – Persuasively communicate concisely so people are moved to action. – See how consistent application of the Human relations Principles improves results. – Discover how relationships help us advance toward our goals.
	3B. Put Enthusiasm to Work	<ul style="list-style-type: none"> – Plan and prepare to reach breakthrough enthusiasm goals. – Demonstrate how changing our attitudes can alter behaviors. – Understand how enthusiasm helps us achieve our visions.
	4A. Put Stress in Perspective	<ul style="list-style-type: none"> – Recognize the impact negative stress has on our results and effectiveness. – Commit to using concepts and principles to better handle stress. – Discover more effective ways to prepare and address challenges.



	4B. Unleash Our Full Potential	<ul style="list-style-type: none"> – Display increased levels of courage, confidence, and conviction. – Effectively tap our reserve power. – Develop a greater freedom for self-expression.
21 Feb 2024	5A. Disagree Agreeably	<ul style="list-style-type: none"> – Demonstrate a process to organize our thoughts in impromptu situations. – Communicate our ideas effectively even when we disagree. – Strengthen our personal opinions with evidence.
	5B. Realize the Power of Enthusiasm	<ul style="list-style-type: none"> – Realize that we are responsible for our attitudes. – Use positive “self-talks” to increase our confidence. – Discover the benefits of being proactive.
	6A. Build Others through Recognition	<ul style="list-style-type: none"> – Concentrate on the strengths of others. – Develop skills in giving and receiving positive feedback. – Discover the value of sincere appreciation.
	6B. Develop More Flexibility	<ul style="list-style-type: none"> – Implement a wider range of communication skills. – Apply the power of risk-taking. – Become more open-minded to change and to opportunities.
22 Feb 2024	7A. Demonstrate Team Cooperation	<ul style="list-style-type: none"> – Build positive attitude to proactively influence others. – Apply Dale Carnegie Principles to demonstrate team cooperation. – Proactively participate to build productive teamwork.
	7B. Inspire Others	<ul style="list-style-type: none"> – Communicate with strong and powerful feelings. – Connect with others on an emotional level. – Inspire others to think and act differently.



	8B. Celebrate Achievements and Renew Our Vision	<ul style="list-style-type: none">- Recognize breakthroughs resulting from this program.- Inspire and motivate others by communicating our visions.- Commit to continuous improvement.
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PUBLIC CLASS TIME SCHEDULE

DATE	19, 20, 21 & 22 February 2024
TIME	9:00 am – 5:00 pm (8 hours)
VENUE	Dale Carnegie of Malaysia, Phileo Damansara II, PJ
LANGUAGE	English
FEES	RM4,200 RM3,500 (not inclusive of 6% sst)

