



*Training Course:  
Developing Personal Effectiveness and Positive  
attitude*

*2 - 6 November 2026  
Vienna (Austria)*

## Training Course: Developing Personal Effectiveness and Positive attitude

Training Course code: PS1013 From: 2 - 6 November 2026 Venue: Vienna (Austria) - Training Course Fees: 6050 € Euro

### Introduction

One of the major keys to success in the business world is being able to apply "discipline" to your life and actions! This is the key to developing personal effectiveness and professional excellence.

As S. N. Bremer said, "Self-mastery is the greatest task to which man has ever set his hand to. Self-development, can be achieved only after we resolve to control our self, through the operation and control of our thoughts."

Aldus Huxley said, "There is only one corner of the universe you can be certain of improving, and that is your OWN SELF!"

Whether you realize it or not, you carry within yourself, a mental blueprint and a picture of you. All of our actions, feelings, behavior, and even our abilities, are consistent with the self - image, we hold of ourselves. Your self-image is either your life handicap, or your auto-pilot for success!

Denis Waitley, the well known motivational speaker, and top performance trainer, sums it all up when he says - "Ultimately, what shapes our self-image, is not so much what happens to us, as what happens in us! Perhaps more than any other quality, healthy self-esteem, is the door to high achievement and happiness."

This program is designed, to prepare and equip each person, with discipline, a positive mindset, and motivation, to maximise their incredible personal potential!

### Course Objectives

By the end of this program, participants will be able to:

- Understand the concept of self-mastery and its impact on personal and professional success
- Develop a strong and positive self-image to enhance confidence and performance
- Apply techniques to control thoughts, emotions, and behaviors effectively
- Build discipline and positive habits that support long-term success
- Cultivate a growth mindset and maintain a positive, success-oriented attitude
- Improve personal effectiveness and productivity in the workplace
- Understand the role of motivation and how to sustain it over time
- Use powerful communication self-talk and spoken words to influence outcomes positively
- Enhance emotional awareness and develop better decision-making skills
- Strengthen character, resilience, and personal accountability
- Apply practical strategies for continuous self-development and improvement

### Target Audience

This program is suitable for:

- All employees seeking personal and professional growth

- Team Leaders and Supervisors
- Managers and Emerging Leaders
- HR and Learning & Development Professionals
- Individuals aiming to improve self-discipline and productivity
- Anyone interested in personal development, motivation, and mindset improvement
- Professionals preparing for leadership or higher responsibility roles

## Course Outlines

### Day 1: Mind Empowerment

- What does the word "think" really mean?
- Thought precedes all action
- Roger Bannister's program to break the 4-minute mile barrier
- Understand the power of your conscious subconscious mind
- Realize the power of your imagination
- Understand the significance of teleological thinking
- How to deal with disempowering thinking
- How to use the Replacement Principle
- How to create a disciplined character

### Day 2: Self-Image Empowerment

- Understanding who you are
- What is your Self-Image?
- Discover the one prime cause for success or failure in life
- Release yourself from other people's expectations
- Know the power of discovering your self-image
- How to overcome a low self-image
- Discover the power of choice
- How to build your self-esteem
- See what creates your Screen of reality
- How do you see yourself?

- Realize nothing has any perspective, other than what you give it
- Check your train of emotional thought
- How do you process an event?
- See how your choice affects your circumstances
- Create a new picture, of a new you
- How to develop healthy self-esteem

#### Day 1: Attitude Empowerment

- What does "attitude" really mean?
- What is 85% x 15% attitude success factor?
- Understand the importance of attitude adjustment
- Mallory's failed expedition to Mt. Everest
- How to maintain the right Attitude?
- Associate with Positive growing people
- Listen to, and read daily motivational materials
- Enjoy the medicine of real laughter
- Have a fresh and new attitude in everything you do
- How to create a disciplined character

#### Day 4:

##### Word Empowerment

- Every word you speak releases the power
- Every declared word is empowered positively or negatively
- How your words can build up or destroy a person
- Learn what sort of words really encourage and build up people
- When you open your mouth, your mind is on parade!
- How to make wise decisions

### Appreciation Empowerment

- One of the six basic psychological needs of man
- Why is appreciation so important?
- Learn the attitude of gratitude
- Express appreciation to those you work with
- Discover the statements that build appreciation
- Learn how to express appreciation in a variety of ways
- Learn how to make appreciation a vital part of your life

### Day 5: Motivation Empowerment

- What does the word "motivation" really mean?
- Learn what motivates you and what motivates other people
- What happens when you are personally motivated?
- Find out the key factor in a surveyed 100 "most successful business persons in the world"
- What does motivation do? Discover the 10 powerful results!
- Discover the medical findings and physiological impact that motivation brings to the body
- Find out why we lose motivation
- Learn the 3 major steps of motivation empowerment
- How to be action orientated
- Develop and proactive lifestyle

## Registration form on the Training Course: Developing Personal Effectiveness and Positive attitude

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
Giza, Giza Governorate,  
Egypt.