

UNDERSTANDING SHYNESS, CONQUERING IT (7 hours)
(Shyness Problems, How they affect your Success, How to overcome it)

- 1. What do you mean by Shyness?**
- 2. Defining Shyness**
- 3. Different types of Shyness**
- 4. What is your type?**
- 5. The Interpersonal component of work**
- 6. How Shyness affects your success**
- 7. Building your self-esteem**
- 8. Conecting with people**
- 9. Developing your social skills**
- 10. Dealing with authority figures**
- 11. Meetings and Presentations**
- 12. Networking strategies for success**
- 13. Managing Shy Employees**