

PERSONAL EFFECTIVENESS TOOLKIT



MUZNA ALI

**PAUSE.
REFLECT.
REALIGN.**

Date | Location

22 JULY | KARACHI

24 JULY | LAHORE

Time

0900 – 1700 HOURS

Your pathway from Burnout to Breakthrough

OVERVIEW

In the middle of doing, delivering, and showing up for everyone else, we rarely pause to check in with ourselves. This session offers that space—quiet, intentional, and focused on personal clarity.

We'll explore how to stay grounded through change, reconnect with what drives us, manage how we show up, and build an honest, aligned personal brand.

Through small yet deeply transformative shifts, participants walk away more self-aware, intentional, and impactful—qualities every team needs more of.

PROGRAM BENEFITS

For Participants:

- Strengthened self-awareness and emotional agility
- Practical tools for managing stress, setbacks, and ambiguity
- A clearer sense of purpose and motivation
- A personal brand that aligns with their values and future goals

For Organizations:

- A more empowered and emotionally intelligent workforce
- Future-ready professionals with stronger leadership presence
- Improved ownership, initiative, and personal responsibility
- Greater alignment between personal purpose and organizational goals

LEARNING OUTCOMES

Participants will leave the session with the ability to:

- Cultivate a growth-oriented, resilient mindset
- Clarify personal goals and motivational drivers using the IKIGAI framework
- Strengthen emotional self-regulation and adaptive behavior
- Define and demonstrate a consistent personal brand using the 5D Framework
- Take intentional steps toward personal and professional impact

WHO SHOULD ATTEND?

This program is ideal for:

- Emerging and mid-level professionals
- Young leaders transitioning into people management
- Individuals preparing for career pivots or role changes
- Teams looking to increase personal accountability and self-leadership
- Professionals across sectors committed to inner growth and outer effectiveness

A Toolkit for the Future-Ready Professional

PROGRAM OUTLINE / AGENDA

Theme	Key Focus Areas
1. The Resilient Mindset	Attitude shaping, emotional agility, resilience-building, mindset rewiring
2. Drive & Motivation	Self-discovery, IKIGAI, values alignment, intrinsic motivation
3. Self-Management	Emotional regulation, adaptability, energy focus, visibility management
4. Personal Branding	5D Framework: Discover • Define • Design • Demonstrate • Develop

DETAILED OUTLINE:

PERSONAL EFFECTIVENESS TOOLKIT

Theme 1: The Resilient Mindset

- Understanding and adapting our attitude to situations
- Developing a positive mindset to thrive in challenging environments
- Building emotional intelligence to relate better with others
- Strengthening resilience by learning to bounce back and stay grounded
- Embracing the power of perspective and choice in everyday situations

Theme 2: Drive & Motivation

- Self-assessment: identifying your strengths, values, and inner drivers
- Clarifying your 'why' using the IKIGAI model
- Honing in on a personal vision or career purpose
- Sustaining motivation through alignment of goals and values
- Raising your self-esteem to take ownership of your journey

Theme 3: Self-Management

- Managing visibility and personal presence with clarity
- Practicing self-regulation and emotional control
- Developing adaptability and learning to navigate uncertainty
- Committing to consistent follow-through and behavior alignment
- Cultivating authentic leadership from the inside out

Theme 4: Personal Branding

- Understanding the role of personal branding in career and life
- Discovering your core strengths, values, and story
- Defining your value proposition and leadership identity
- Designing your personal brand experience—how you show up in conversations, online, and in your work
- Demonstrating your brand consistently and intentionally
- Developing it over time as you grow—your personal brand is a living system, not a fixed image

TRAINER'S PROFILE:

Muzna Ali is a seasoned Personal Effectiveness Trainer and Coach, dedicated to empowering professionals to unlock their full potential.

As an ABNLP certified NLP practitioner and coach, she has guided thousands in enhancing their productivity, communication skills, emotional intelligence, and leadership abilities. With over a decade of experience, Muzna has designed and led transformational training programs across diverse industries, including Textile, Utility, IT, Pharma, FMCG, Healthcare, Oil and Gas, and Supply Chain.

Her expertise in corporate training, coaching, and performance enhancement makes her the go-to professional for those seeking to optimize personal effectiveness, master communication strategies, and drive meaningful results in their careers.



REGISTRATION DETAILS

REGULAR FEE

PKR 30,000

PER PARTICIPANT + SST

Fee Includes:

Learning material, lunch, refreshments, business networking opportunities, and a certificate of participation.

10% discount on a group of 3 or more participants

For Registration(s), send us your
Name, Designation, E-mail, Mobile
Number and CNIC to
events@learningmindsgroup.com

For further information please contact
Syeda Anoosha or Talha Shabbir
Phone: 0337-2394394 / 0321-8747595
Email: events@learningmindsgroup.com

Cancellation Policy: Cancellations made within 7 working days of the workshop are non-refundable. All cancellations must be submitted via email. Substitutions, however, are welcome at any time.



Interested in a customized in-house workshop for your organization?
Email us at fizza.a@learningmindsgroup.com to explore the possibilities.