LSM- LMDA Training Calendar (Oct 2025 – Sep 2026)

Month	Training Title	Key Sub-Topics / Modules
October 2025	Personality Development & Personal Effectiveness	• Self-awareness & confidence building • Emotional intelligence • Time & stress management • Goal setting for success
November 2025	Communication Skills for Professionals	• Verbal & non-verbal communication • Business writing & email etiquette • Presentation skills • Active listening & feedback
December, 2025	Sales Management	• Sales planning & forecasting • Customer buying behavior • Negotiation techniques • Building long-term client relationships
January 2026	Customer Services Excellence through Profit Maximization	• Customer service psychology • Handling complaints effectively • Service quality & loyalty building • Linking service with profitability
February 2026	Employability & Soft Skills	• Resume building & interview skills • Professional grooming • Teamwork & adaptability • Workplace ethics
March 2026	Project Management	• Project lifecycle & methodologies • Work breakdown structures • Risk management • Monitoring & evaluation tools
April 2026	Technology Management	• Emerging technologies • Digital transformation • IT governance • Innovation in business processes
May 2026	Workplace Safety & Engineering Ethics	• Occupational health & safety • Risk assessments • Ethical decision-making • Regulatory compliance
June 2026	Innovation & Product Development	• Creativity & design thinking • Product lifecycle management • R&D strategies • Market-driven innovation
July 2026	Personal Branding	• Defining personal brand identity • Social media presence • Networking & influence • Leadership through branding
August 2026	Engineering Management	• Strategic planning in engineering • Resource optimization • Managing technical teams • Quality assurance & standards
September 2026	Change Management & Performance Optimization	Change Mgmt: • Organizational transformation • Leading change • Performance metrics