



MANAGEMENT DEVELOPMENT & PRODUCTIVITY INSTITUTE



COURSE TIMETABLE

COURSE TITLE: EMOTIONAL INTELLIGENCE & EFFECTIVE LEADERSHIP
DATE: **30TH JUNE – 2ND JULY 2026**
CLIENT: PHYTO-RIKER PHARMACEUTICALS
COURSE COORDINATOR: ISAAC ODOOM (MR.)

3 DAYS

TIME	TUESDAY, 30TH JUNE 2026	FACILITATOR
9:00 – 9:30 A. M	COURSE OPENING AND PROGRAMME OVERVIEW	AKC/KB(Dr)
9:30 - 10:00 A.M.	INTRODUCTION TO EMOTIONAL INTELLIGENCE	KB (Dr)
10:00 - 10:30 A.M.	SNACK/COFFEE BREAK	
10:30 – 12 :15 P.M	INTRODUCTION TO EMOTIONAL INTELLIGENCE	DO
12: 15 – 12: 30 P.M	STRETCH BREAK	
12: 30 – 2:00 P.M	TEAM WORKING	DO
2: 00 – 2:30 P.M	LUNCH & CLOSING	
TIME	WEDNESDAY, 1ST JULY 2026	FACILITATOR
9:00 – 10:00 A.M.	MANAGING DIVERSITY	IO
10:00 - 10:30 A.M.	SNACK/COFFEE BREAK	
10:30 - 11: 45 A.M.	MANAGING DIVERSITY	DO
11:45 – 12 :00 P.M	STRETCH BREAK	
12: 00 – 2: 00 P.M	LEADING WITH EMOTIONAL INTELLIGENCE	DO
2: 00 – 2:30 P.M	LUNCH & CLOSING	
TIME	THURSDAY, 2ND JULY 2026	FACILITATOR
9:00 – 10:00 A.M.	HUMAN RELATIONS	AKC
10:00 - 10:30 A.M.	SNACK/COFFEE BREAK	
10:30 - 12: 15 P.M.	HUMAN RELATIONS	DO
12:15 – 12 :30 P.M	STRETCH BREAK	
12: 30 – 2: 00 P.M	EFFECTIVE COMMUNICATION	DO
2: 00 – 2:30 P.M	COURSE EVALUATION & CLOSING	AKC/IO
	LUNCH & CLOSING	

NB: DR. KWADWO BOATENG (KB), ISAAC ODOOM (IO), AFUA KYEMENU CAIQUO (AKC)