

# PD # 1

Session 1 & 2

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# Areas of Personal Development

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Personal growth is important in many aspects of life, including your career. Determining the right personal growth methods for you depends on your strengths, challenges and goals. Below are 5 major areas of development

1. Mental.
2. Social.
3. Spiritual.
4. Emotional.
5. Physical.



# Mental Development

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## Mental Development

Mental growth focuses on the development of your mind, such as the way you think and learn. It also relates to how your cognitive functions affect your behavior. Improving mental aptitude can benefit anyone, especially in the workplace. Performing simple tasks, such as staying informed about trends and updates in your field, can help you experience gradual mental growth that can lead to increased productivity at work.



## Social growth

Social growth involves improving your communication skills. While some professionals focus on developing other skills, learning how to communicate effectively can be important, especially if you work independently. Learning how to become an active listener and a clear speaker can help you work more productively within a team, offer insight in meetings and give feedback to your supervisors about your job. It can also help you develop friendships at work that promote job satisfaction



# Spiritual growth

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Spiritual growth refers to connecting with yourself on a holistic level, developing as a person and finding inner peace. People experience spiritual growth in various ways depending on their culture, beliefs and experiences. Some prefer a structured approach to spiritual growth, such as practicing a religion or meditating regularly, while others work on improving their spiritual health as they feel they need it. Spiritual growth matters at work because it can help you manage stress and build confidence in yourself and your abilities.

**Hint:** Its called self-actualization



# Emotional growth

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Emotional growth focuses on the development and management of your feelings and how you react to situations. While challenges such as stress and anxiety can contribute to burnout, emotional growth can help you overcome those challenges. This can assist you in expressing your emotions effectively and discussing your opinions with patience and open-mindedness. Emotional growth allows you to process and evaluate your feelings at work, which can help you choose an appropriate course of action. When teams practice emotional growth habits, they can minimize conflict among colleagues.



# Physical growth

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Physical growth involves taking care of your body and using it in productive ways. Your physical condition affects all other areas of personal growth and development, as a healthy body facilitates effective brain functioning. You can focus on physical growth by eating nutritious meals, exercising regularly and getting adequate sleep. When you feel better physically, you may find it easier to work more efficiently.



# Importance

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**Why is it important to understand areas of personal growth?**

Understanding the five areas of personal growth is important because it can help you explore where to make improvements in your life, which may increase your job satisfaction and help you advance your career. It can also allow you to determine your strengths and develop in areas that might need improvement.

Lakhon Ki Baat

“Khud Ki Qadar Karo  
Khud Ki Qadar Khudai Ki Qadar Hai “



**Owais Rabbani**



# Art of Learning

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1. Before you learn speaking you will learn learning
2. Before you start speaking you will start listening
3. Before your performance you are best in the world, after your performance you are like rest in the world



# VOICE GEARS

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Your voice is as precious as sports ferrari , if you can control it you can win the race forever , if you will misuse it , it will certainly misbehave with your career

We have distributed the voice modulation in four gears given below

1. Road gear
2. Run way gear
3. Highway gear
4. Motorway gear





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# CONFIDENCE

Confidence is the key of success, this key will unlock your own barriers such as :

Why should I speak ?

What should I speak ?

When should I speak ?

## ICE BREAKING ACTIVITY

# BODY LANGUAGE

When you speak its just not your tongue speaking.

A true speaker speaks with face, eyes, hands, head, legs even with hairs in fact as similar as the king fights with all of his army in a battle

HAND POSITION

LEG MOVEMENT

DRESSING SENSE

USE OF ROSTRUM

USE OF MIC

PRESENTATION STYLE

LIA FORMULA

EYE CONTACT

AA FORMULA



# DEMOGRAPHICAL SENSE

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Very important factor that if avoided can turn the figures upside down



# CONTENT MAKING

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A dynamic content can be made by these three dynamites

1. Global searching and digital surfing
2. Power of observation
3. Deliberate communication



# OBSERVATION ACTIVITY

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If you want even a rock to talk just stalk. The formula is to give power of observation for seven minutes

