



ed-watch
Your online resource partner

Back to Work!



DATE

AUGUST 2022
15, 16, 17

TIME

FLEXIBLE
(FULL DAY
AVAILABLE)

PLACE

JOIN LIVE
FROM ANYWHERE



@edwatchofficial



company/ed-watch/



Ed-watch Admin



/Edwatch2

Back to Work!

Most working women, at some point, face the dilemma of choosing to continue their job/career that they have worked so hard for and their family, who they care the most about. After putting their family needs first, these women, when later find the time to rejoin the workforce, are often met with challenges after taking a career break.

Ed-Watch wants to provide this one-time opportunity to all such women and others who may have stayed away from work for any reasons, to come back even more convincingly and grab a job or start their own business.

The three-day event is designed to offer short, skill-based training programs for job candidates to stand out among others, provide them with the training on contemporary skills, prepare them for taking suitable roles, and undermine the struggles one must face after a career gap.

These online programs offer flexibility to full time moms, working women, and those under stressful circumstances to attend the sessions from the comfort of their homes at their preferred time.

Ed-Watch is a learning and development platform providing opportunities to organizations to get in control of their skill development needs. Our specialized training programs are designed around:

- Data Science & Machine Learning
- Risk & IT Security
- Financial Reporting & Presentation
- Global Emotional Intelligence

Our Agenda

DAY-01 GET!

- **Market your skills via LinkedIn & Job applications** by Nimra Awan (Format: self-paced, Time: 20 minutes)
- **Become a Brand by Melissa** (Format: self-paced, Time: 20 minutes)
- **Professional Code of Conduct** (Format: self-paced, Time: 8 minutes)

DAY-02 SET!

- **Manage Teams remotely** by Moh.Omar (Format: self-paced, Time: 20 minutes)
- **Online Meetings** by Sana Quadri (Format: self-paced, Time 15 minutes)
- **How to work as a Freelancer** by Aiman Najam (Format: self-paced, Time: 15 minutes)
- **Critical Communication skills** by Majda Shabbir (Format: self-paced, Time: 30 minutes)

DAY-03 GO!

- **Solve your critical work-life problems** by Alina Rashid (Format: self-paced, Time: 20 minutes)
- **Upskilling and reskilling** by Amber Fatima and special guests (Format: Live, Time: 60 minutes)



Trainer's name:

SANA QUADRI

Profile:

Ms. Sana is a finance professional, an IFRS expert, and a trainer for IFRSs and Financial Storytelling techniques. She is an experienced process improvement and digital solution enthusiast who has worked with prestigious organizations in senior positions and remained associated with the financial services industry for over 11 years. Recently, she has taken up an entrepreneurial role and is the founder of Ed-watch, focusing on the critical skills development needs of the present and future workforce.

Online Meetings

Online meetings are never easy. Even though online meetings has become a household name now, many people find it difficult to start a conversation over online meetings and still haven't explored the best of it. We have many recent examples that brought embarrassment when handlers were unaware of the security options available. Learn how to make a free and paid account over online meetings, make teams, schedule different meetings, operate meetings securely, explore various features, and record and take notes afterwards.



Trainer's name:

NIMRA AWAN

Profile:

Ms. Nimra is a self-driven Marketing and HR professional with more than 16 years of experience in diverse industries. She's a creative and visionary thinker who champions innovative solutions to elevate organizational performance, talent management, employee relations, cost reduction, capability development, and strategy. She is currently the CHRO at Macpac Films.

Personal Branding

Nimra with her extensive HR experience shares best practices to market oneself in the professional world using the latest trends and techniques. She helps cover the career gap and provides tips on creating career opportunities over LinkedIn.

PROFESSIONAL CODE OF CONDUCT

Prepare yourself to enter the corporate world. Learn about the most important document you're going to be handed over on day 1, yes the Code of Conduct: Here you'll learn about:

- What is a Code of Conduct?
- Responsibilities of employer and that of employee
- Conflict of Interest
- Protecting Company's Assets
- Anti-Bribery and Corruption
- Attendance and Punctuality
- Being respectful, diversity, etc.
- Adherence to the Code of Conduct.



Trainer's name:

MELISSA DESVEAUX

Profile:

Melissa Desveaux is an Australia Day Award-winning author consultant and a Peer Support Companion for the Pink Elephants Support Network. After losing four babies through miscarriage and stillbirth, she wrote her memoir, My Life of Loss. She compiled and published two anthologies, Comfort For The Tears and Light For The Way. These collections are written by women who have also experienced pregnancy struggles. She has been featured in several publications and has contributed to three other anthologies. Her latest collections, the Letters of Love series - are written by authors worldwide to share love in many forms. She also took steps to grow a business by helping inspiring authors write and self-publish their own personal stories so that they can inspire and change lives.

Peer support & guidance

A woman's journey is not geographically bound. She can become unstoppable if she decides to fight her fears and take the first step. In this training, you would learn with Melissa's experience how you can start working by writing your own story and become an author. Asian women often idealize Western women for being bold and courageous. But that is not true. You shouldn't run away with your miseries but combat and turn your worries into happiness. Teach yourself to deal with your pain and become a warrior. Remaining positive is the most important thing one should do to move on. There are many opportunities a homemaker can avail themselves of, depending on their skill and expertise. All women are equal to men and there is absolutely no ground for any discrimination. If you are a woman, understand that there is no barrier to realise your dreams. But for various reasons, you may have some confusion as to what could be the best jobs for women.



Trainer's name:

MUHAMMAD OMER

Profile:

A business transformation manager with 10+ years of experience in projects and program management in fast paced IT and financial institutions. Coached a number of professionals on topics ranging from project management, scrum and agile management, operations management and consumer behavior to digital analytics. With specialization in operations and cross-cultural management, passionate to bring change with continuous training and enhancing organizational dynamics.

Remote team management

One of the many things COVID19 has taught organizations is that teams can be managed remotely. Though it's not a piece of cake, many organizations now prefer managing at least some of their work online where their teams are located at different geographical locations. On one hand, this is a blessing in disguise for many people who can't manage frequent travelling, and women with infants or toddlers, it's surprising how people still struggle in managing teams from afar.



Trainer's name:

MAJIDA SHABBIR

Profile:

Majda Shabbir has been a result-driven, solution-oriented communications professional for over 15 years, specializing in communications, academic and professional coaching, internal organizational communication, journalism, and media management. Previously, she worked with The News International and remained associated with the International Federation of Red Cross and Red Crescent Societies in the capacity of Communications Head for over 7 years. She is currently an Associate Editor- Research at S&P Global Market Intelligence. She is also a trainer at Ed-Watch.

Communication in a Workplace

These are some of the cherry-picked parts of a comprehensive program designed around "Effective Workplace Communication" by Ed-Watch. The three sessions cover a significant portion of the communication skills that are essential to excellence in a workplace. The sessions include:

- Learning different types of workplace communication
- How effective listening helps
- Conflict Resolution



Trainer's name:

AIMAN NAJAM

Profile:

Ms. Aiman Najam is a TESOL-certified English Language Instructor (ELI) with over 10 years of teaching experience at Berlitz. She also has a Masters in English Literature and Food & Sciences. Acknowledging the need of the hour, she has recently shifted to freelancing and focusing on copywriting for both the Pakistani and international markets.

Freelancing

Freelancing is not a myth, it's a reality. Many people cannot do a full-time job, so a part-time work opportunity is a good way of keeping the cash running in. Learn from our Freelancer under what circumstances she explored freelancing, how has been her journey so far, what platforms she would recommend and what mistakes to avoid.



Trainer's name:

ALINA RASHID

Profile:

Ms Alina is a Clinical Psychologist specializing in Psychological First Aid Services from Johns Hopkins University and a certified NLP practitioner by the American Union of NLP. She has also worked at Shaukat Khanum Memorial Cancer Hospital & Research Centre, where she conducted corporate and institution-based workshops and training programs, making organizations compassionate towards mental wellbeing. She is currently associated with Ed-watch as a Special Projects Consultant.

Problem solving & critical thinking

We often talk about soft and hard skills that can help us attain our career goals. Daily, we meet with critical problems that require urgent decision-making. But when the mind is continuously under pressure, balancing work-life challenges can be hard. Learn to solve your critical problems with our Clinical Psychologist, an NLP practitioner, who will help you manage your daily decisions based on the survey of around 1000 women conducted by Ed-Watch.



Trainer's name:

AMBER FATIMA

Profile:

Ms. Amber is a Sales Trainer and Marketing Expert with experience working in a multicultural environment both within and outside Pakistan. She has transformed businesses by creating engagements, connecting and supporting clients, and generating sales for B2B and B2C models. She strongly believes in collective team effort and synergy towards a larger goal. She is currently working as Special Projects Head for Ed-Watch.

Upskilling & Reskilling

Upskilling and reskilling are tools that help you perform different roles in the same company or a new one, especially if you have gone through a gap in your career. It often strategizes individuals and companies to ensure their workforce remains competitive and agile. Organizations need to constantly evaluate employees for their capabilities and the future skills that are required for their business to thrive. This 60-min training is designed for you to get a better understanding of how skilling and upskilling will help you fit in a professional setting with multitasking and competitive approaches.

The guests include:

1. Huma Pasha, Senior Partner Usmani & Co, Director at Feroze 1888 & Hi-Tech Alloy Wheels.
2. Nimra Awan, CHRO Macpac films
3. Sana Quadri, Founder & CEO Ed-Watch

REACH OUT TO US

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