



DELTA STATE JOB AND WEALTH CREATION BUREAU

Governor's Office, Asaba.

ORIENTATION AND PERSONAL EFFECTIVENESS TRAINING (OPET) FOR STEP & YAGEP TIME TABLE FOR LECTURES AND ACTIVITIES (SUBJECT TO CHANGE)

Day	8-10am	10-11am	11-12noon	12-1pm	1-3pm	3-4pm	4-5pm	5-6pm
1					ARRIVAL, REGISTRATION, WELCOME AND ORIENTATION SESSIONS			
2	BREAKFAST & MORNING PREPARATIONS	Preparing yourself for private enterprise and self-employment – critical success factors (Part I)	Preparing yourself for private enterprise and self-employment – critical success factors (Part II)	Exercises for the analysis of mindset and attitudes for STEP & YAGEP	Lunch & Rest	Critical ingredients for personal and business success: passion, hard work, determination, perseverance, self-development, self-assessment	Self-management, self-discipline and self-leadership as keys to realizing your full potentials and self-actualization	Experience sharing by YAGEPreneur
3		Programme Overview and Responsibilities of Beneficiaries	Branding yourself for personal and entrepreneurial success	Effective time management for maximum benefit from STEP/YAGEP	Lunch & Rest	How to manage your successes and failures – lessons from self-experience	Keys to effective interpersonal & business communication	Experience sharing by STEPPreneur
4		Beginning with the End in Mind: Developing your Roadmap for Success in STEP/YAGEP	Briefing on Monitoring & Mentoring	Interactive Briefing Session on STEP & YAGEP	Lunch & Departure			