

REGISTRATION FORM

**Developing Emotional Intelligence (EQ)
Improve Self-Control, Teamwork And Performance**

Monday-Tuesday *March 16 - 17, 2026 *FMM Institute Malacca Branch

FMM Institute Malacca (199901000527 / 475427-W)

D3-4, Plaza Jayamuda,
Jalan Pelanduk Putih, 75300 Melaka

TIN Number : C10626805080

SST Number : W10-1901-32000105

Please register the following participant(s) for the above programme:

1 Name _____ Designation _____

Nationality _____ IC No. _____

2 Name _____ Designation _____

Nationality _____ IC No. _____

(If space is insufficient please attach separate list)

Please Tick (✓) if your company

☐ will be claiming under SBL-Khas Scheme

☐ will not be claiming under SBL-Khas Scheme

☐ vegetarian _____ pax

Enclosed cheque/bank draft No _____ for RM _____

being payment for _____ participant(s) made in favour of the

“FMM Institute”

Submitted by

Name _____

Designation _____

Company _____

Address _____

FMM Membership No. _____ PSMB MyCodeID No. _____

Telephone _____ Fax _____ Date _____

E-mail Address _____



Developing Emotional Intelligence (EQ) : Improve Self-Control, Teamwork And Performance



March 16 - 17, 2026

SBL-KHAS SCHEME



FMM Institute Malacca Branch

Centre for Professional Development

Emotional intelligence describes the ability to understand one's own feelings which is vital to being an effective and high-performing member of any team. It also provides great insight on how emotion influences motivation and behaviour.

Focusing on managing your emotions under pressure, participants will gain a better understanding of self-management and self-awareness by learning how to manage your emotional brain in your most difficult moments. This in turn will give them better insight and control over their actions and emotions. With a greater understanding of emotions participants will experience a positive impact on their professional and personal lives to make their job and career more effective, satisfying, and successful.

CONTENTS

DAY 1

Module 1: Introduction TO EI

- What is emotional intelligence?
- The main thesis
- EI framework
- EI competencies

Module 2: Self-Awareness

- At the mercy of emotions
- What are emotions?
- A curious story
- What is emotional hijack?
- Amygdala
- Conventional view vs modern view
- 4 stages of an emotional hijack

Module 3: Self-Management

- Choice
- Optimism
- Roots of Anger
- Anger Management
 - Reframing
 - Distractions
- Worrying
 - Worry Management

DAY 2

Module 4: Self-Motivation

- What is Motivation?
- Power of Self Talk
- State of Flow
- Apathy
- Mind Mapping

Module 5: Empathy

- The Origins of Empathy
- Physiology
 - Matching Emotions
 - Empathy Technique

Module 6: Sosial Awareness

- Why Social Awareness?
- Group Interactions
- 6 Negative Listener Types
- Effective Listening

Module 7: Relationship Management

- The Six Human Needs
- Select Two

Benefits

At the end of the programme, participants will be able to: -

- Use Emotional Intelligence to maximise the effectiveness of your communication with others and feel better about yourself
- Identify the main EI competencies and know how each area can contribute to your personality and interaction with others
- Recognise and understand your moods and emotions and their effect on others
- Manage and regulate your emotions to make sure they don't disrupt your behaviour
- Establish rapport with others and improve the effectiveness of your communication
- Understand others' feeling when interacting with them and become a trusted person in their network

Trainer

MR VIGNESWARAN APPLASAMY has been involved in lecturing, research, management, sales and training for more than 14 years in the field of electrical engineering, manufacturing sector, higher education, sales and marketing. He is a certified HRDF trainer. In addition, he has been accredited by Harisson Assessment in Employee Development, completed Emotional Energy Management Trainer Course and attended Gamification and behavioural Design workshop by Yu Kai Chou.

He has used his industrial and training expertise to develop soft skills programmes with a 20/80 approach; 20% lecture, 80% practical accompanied by a training manual individually customized for each programme. Research shows that the best way to learn is by example. All session contain specific examples that show exactly how recommended guidelines can be implemented in practice.

Who Should Attend

Senior Managers, Managers, Supervisors, Team Leaders, Engineers and Executives

Administrative Details

Date : March 16 - 17, 2026 (Mon - Tues)

Time : 9.00am - 5.00pm

Venue: FMM Institute Malacca

D3-4, Plaza Jayamuda
Jalan Pelanduk Putih
75300 Melaka

Fees (Inclusive of 8% SST) :

FMM Members **RM864** per participant

Others **RM972** per participant

(Fees include course materials, lunch and refreshments.)

Registration forms must be completed and returned to FMM Institute Malacca Branch by **March 9, 2026**. No refund for cancellation within 2 working days, 50% refund for cancellation between 3 - 6 working days and full refund for cancellation 7 working days prior to the programme. **CANCELLATION MUST BE IN WRITING TO FMM INSTITUTE MALACCA BRANCH.** Replacements will be accepted at no additional cost. FMM Institute Malacca Branch reserves the right to cancel or reschedule the programme. All efforts will be taken to inform participants of any changes. **However, if the company failed to obtain grant approval or in the event there is no disbursement from HRDCORP under any circumstances to us, then the company will have to make full payment to FMM Institute Malacca Branch.**

For further enquiries, please contact:

Ms Chloe Leong / Ms Yvonne Gan

FMM Institute Malacca Branch

Tel: 06-2831639 Fax: 06-2838090

E-mail : bing_yee@fmm.org.my /

siew_kim@fmm.org.my

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