Welcome to the Silicon City of India, that has spawned as many gardens, as it has software millionaires. A city where the old blends seamlessly with the new, where history is as much a part of the tapestry, as the future. Earlier known as “Pensioners Paradise”, now a bustling City of globalization and keeping up with the times, Bangalore means different things to different people, IT city, Garden city, Art & Culture center, great Educational Institutions, natural air-conditioned city, expat city, pub city, etc. It is one of the most ethnically diverse and progressive cities in India and yet charming, because the people still largely retain a desire to keep off the rat race.

Bangalore is not a city given to sight-seeing and tourist attractions, in the conventional sense. The whole City is an attraction, where modernism and heritage are inter-woven into the cultural fabric of this cosmopolitan city.

Foodies love Bangalore, because it is interspersed with an equal blend of Darshinis’, Dhabas’, Halli Mane, exclusive 5 Star restaurants and chic eateries serving Italian, Spanish, Chinese, Japanese, Persian, Vietnamese, Thai, Anglo-Indian, Parsi and what-have-you cuisines. Top it off with Bangalore brands like Corner House, Sweet Chariot, MTR, Koshys and a range of pubs, makes it a great City to be in. Bangalore assumes lucidity only by night. It becomes evident why pubbers from all over the country (and indeed the world) congregate here. Apart from the best draught beer in India, Bangalore is casual, broad-minded and encourages recreation.

It is a shopping hub for silk sarees/materials and sandalwood artifacts; the city is teeming with all types of shops. The shopping district in Bangalore is concentrated in the MG Road, Brigade Road, Commercial Street & Avenue Road areas. Everything from bargains to good leatherwear to designer stores to the most expensive jewelry is available here. The best way to experience Bangalore during the day is to walk around the center of town, shopping in any of the shops that line the city, talking to people over coffee at one of the many cafes that dot the landscape or chilling out at one of the hip and happening Malls.

Bangalore, known for its salubrious climate is pleasant throughout the year. However in September-October, the end of the monsoon, temperatures could be around 27ºC during the daytime, mostly dry with occasional showers.

We hope your visit and experience in Bangalore, leaves an indelible impression on your mind.
Dear Delegates,

The Organizing Committee and members of the Bangalore Chapter of IASAP are delighted to host the 13th National Convention and the 14th All India Secretary & Administrative Professional Contest, in Bangalore.

We have diligently strived to make this Convention a symbol of excellence by Secretaries and Administrative Professionals from across the country. Our search to exemplify excellence and to be contributing members to our organizations, has led us to an interesting and relevant range of topics and panel of speakers, that will enthral and help you reach your maximum potential.

It is vital in today’s world to utilize our unique positions as Business Partners, to help our organizations grow into successful business ventures. We need to have the ability to see beyond today, for this profession to thrive. Seeing the bigger picture and a lot more, through our sessions.

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As we say in Kannada “Swagwagtha, Suswagatha” meaning “Welcome, a Warm Welcome”

Vinisha Nero
Convenor - WOW 2013
Chairperson - IASAP, Bangalore Chapter.

Agenda At-A-Glance:

Sunday, 29th September 2013
09.00 11.00 Arrival of Chapter Chairs, AI President & AISAPC Finalists
09.00 16.00 Arrival and check-in of residential delegates
11.30 13.00 PowerPoint presentation & Personal Interview – 1st Batch
13.00 13.30 Lunch
13.30 15.00 PowerPoint presentation & Personal Interview – 2nd Batch
17.45 18.15 Chapter Group Photographs
18.30 22.30 Inauguration of WOW, AISAPC Finals & Dinner

Monday, 30th September 2013
09.00 10.00 Keynote Address on WOW
Ms. Anuradha Narasimhan & Mr. R. R. Nair
10.10 11.30 Session 1: Creating Brand ME - Mr. Harish Bijoor
12.00 13.30 Session 2: Education for a Better World – Mr. Anurag Behar
14.30 16.00 Session 3: Be More, Do More - Mr. Jan Faria
16.30 Exhibition cum Vendor Fair, Cultural Evening, Networking Dinner at Mövenpick Hotel & Spa

Tuesday, 1st October 2013
09.00 10.30 Session 4: Women’s Safety – Defend Yourself – Mr. Prem Menon
11.00 12.30 Session 5: Turn Negatives into Positives – Ms. Shukla Bose
13.30 15.00 Session 6: Technology & The Admin Work Space - Mr. V. C. Gopalratnam
15.30 17.00 Session 7: Beyond Retirement – Widen your Horizon – Mr. R. Gopalakrishnan
19.00 Networking Dinner

Wednesday, 2nd October 2013
09.00 10.30 Session 8: Panel Discussion: Engaging with Diversity
Moderator: Dr. Shirley Hereford
Panelists: TBC
10.30 11.00 Certificate Distribution
11.00 11.45 Announcement of Next Convention Venue
11.50 Vote of Thanks
11.45 13.00 Curtains Down on WOW 2013 & Delegate Gift Distribution (No proxies)
11.30 Tea, Good Byes & Check Out
12.00 14.00 Lunch for all delegates / AIGC Meeting – Working Lunch
14.30 Departures

Session & Speaker Information:

Keynote Address
Ms. Anuradha Narasimhan, Director - Marketing, Britannia Industries and Mr. R.R. Nair, ex Personal Director of Hindustan Unilever Limited and currently an Independent Director, CEO Coach and OD Consultant, will jointly deliver the Keynote Address on our theme “WOW- Women of Wisdom/Worth”.

Session 1
Leading Brand and Business Strategy Consultant Mr. Harish Bijoor, will take us through the importance of creating the right image in order to stand out in the industry. Hear this and more in his session on “Creating Brand ME”.

Session 2
Mr. Anurag Behar, CEO, Adin Premji Foundation & Chief Sustainability Officer, Wipro Ltd., has been recognised by the World Economic Forum as a ‘Young Global Leader’. Mr. Anurag Behar will speak on “Education for a Better World” – how education is the key to developing in to a better individual, and for collectively building a better world.

Session 3
Mr. Jan Faria, Founder of Talk Temple and recipient of Toastmasters International’s highest honour – the PRESIDENTIAL CITATION for the HALL of FAME (2006), for his commitment to the phenomenal growth of the movement in India. He will address us on ways to develop our networking and influencing skills in his session on “Be More, Do More”.

Session 4
Mr. Prem Menon, Training Consultant with Protection Mania will address us on issues related to “Women’s Safety” and what you can do to "Defend Yourself". According to Protection Mania, self-defence is considered a collection of habits, attitudes, additional resources and tools that you can use, to form an overall approach to your own safety and well-being.

Session 5
Ms. Shukla Bose, is the Founder and Head of the Parkrama Humanity Foundation, a non-profit that runs 4 extraordinary schools for poor children. After 26 years in the corporate world, she gave up her high profile job to follow her heart. Her vast experience in her challenging transition makes her the ideal person to speak to us on how we could “Turn Negatives into Positives”.

Session 6
Mr. V.C. Gopalratnam, VP Information Technology & CIO - APJ, Cisco Systems, will give us an insight into “How Technology will change/affect the Admin Workspace” and what new technologies we need to learn in order to improve our technical know-how and skills.

Session 7
Mr. R. Gopalakrishnan, Director – Tata Sons Ltd., earlier worked with Hindustan Lever for over 31 years, has authored many Management books and delivered guest lectures worldwide. He has also taught a credit course entitled “Learning What’s Not Taught (LUWT)” at Tata Management Training Centre, U-M-A and other prestigious Institutions. His Session is focused on finding a life & opportunities “Beyond Retirement – Widen your Horizon”.

Panel Discussion
What is Diversity, Why is it needed and How can we contribute to bringing about an inclusive environment in our workplace, in which diverse skills, perspectives and backgrounds are valued? Follow this interesting discussion on “Engaging with Diversity” moderated by Dr. Shirley Hereford, Academician & Gender Diversity Specialist.