



Interpersonal communication *Team building and*
Trade talks, sales, negotiations *Analysis of speech* *team communication*

*Interpretation of attire as
a source of information*

Time management

**Assertiveness and
impact techniques**

*The art of self-presentation
and public appearances*

Optimising responses in stressful situations

Team management and non-financial motivating

Online Business Academy

A hand holding a black pen, positioned as if writing on the yellow brushstroke background.

” We inspire & motivate
& support achievements

**INSTITUTE
NON-INVASIVE
ANALYSIS OF PERSONALITY**

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Non-Invasive Personality Analysis Institute was founded in 1999 by Dr Dariusz Tarczyński, creator of the method.

(INAO), uses analytical techniques, allowing to study and understand the structure of human personality, through the interpretation of appearance, the examination of the manuscript and the analysis of expression.

We design and deliver training for companies. In our work, we successfully use non-invasive personality analysis techniques to increase the effectiveness of interpersonal communication, sales, negotiations and management efficiency.

We consult in the field of media creating media programs, product development, people and products improvement.

We deliver certified coaching programs based on the INAO methodology, we train not only a future business coaches but also aspiring leaders, managers and entrepreneurs.

We have continued our research within the field of Non-Invasive Personality Analysis, which enable members of the Institute to have ongoing access to the latest data and research.

The NAO Business Academy is a compendium of knowledge and training tools. It aims to prepare participants to be future-fit leaders by giving them tools to develop soft skills, required to adequately manage teams or organisation. Whether you're seeking to enter the world of business or looking to progress your career towards a management position, our **Business Academy** course have much to offer.

The training will be delivered online via Zoom and will be split into 6 modules. Each session will be delivered by one of our licensed business coaches, specialising in that specific topic.

Training participants will learn to lead and manage but also to inspire and empower others. All attendees will also acquire the knowledge of:

- how to prepare for an effective workshop session with their team,
- how to develop true managerial competencies and motivate teams,
- how to increase engagement and improve communication with others, stimulate the activity of participants or team members,
- how to deal with difficult situations.

**The course is delivered over 10 days (5x weekends),
online via ZOOM. The Business Academy program includes:**

Module 1 (day 1 & 2)

INTERPERSONAL COMMUNICATION

- Effective communication and active listening skills

THE ART OF SELF-PRESENTATION AND PUBLIC APPEARANCES

- Including individual self-presentation of attendees

Module 2 (day 3 & 4)

TEAM BUILDING AND TEAM COMMUNICATION

TIME MANAGEMENT

- Scheduling, delegating tasks

Module 3 (day 5 & 6)

OPTIMISING RESPONSES IN STRESSFUL SITUATIONS

- Including shaping the assertive attitude of the manager

TEAM MANAGEMENT AND NON-FINANCIAL MOTIVATING

- Including goal management, goal setting

Module 4 (day 7 & 8)

TRADE TALKS, SALES,
NEGOTIATIONS

ASSERTIVENESS AND
IMPACT TECHNIQUES

Module 5 (day 9)

INTERPRETATION OF ATTIRE
AS A SOURCE OF
INFORMATION

Module 6 (day 10)

ANALYSIS OF SPEECH

Module 7 (day 11)

If you wish to gain the NAO Institute Certificate in Business Development and Management, you will need to pass the Examination which will be set on the content of the five sessions.

- Online Oral exam on the chosen topic
- Online written test to be submitted 2 weeks before the exam.

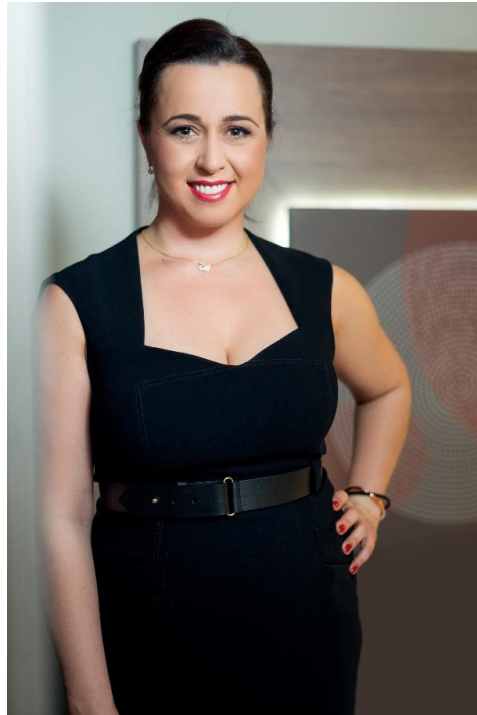
Price for online Business Academy

£189 per day – price is based on min 10 people attending the Business Academy.
Total price for Business Academy **£1890 pp.**

Meet our team



Kasia Niemiec



The graduate of the Economics and Management faculty at the Polonia Academy in Czestochowa.

The trainer in the field of negotiations, sales, customer service as well as "soft" managerial competences (such as: motivation and control, team building, conflict solving, delegation, recruitment).

Personal development coach (assertiveness, techniques of influence, communication, self-presentation, time management, emotion control, anti-stress trainings, strengthening self-esteem).

Specialised in sales, leadership and negotiations.

Experienced seller, people and companies' general manager (COO) with focus on people's development and growth accompanied with attention to results. In the workshops combining practical sales and leadership experience with the gained knowledge activating the participants and providing solutions ready for usage in the Business and private life directly after the course completion.

The Author of the EST sales technique revolutionising the approach to sales process, answering the question of how to have more spending less guaranteeing the yearly savings simultaneously from £500 to £1000.

Kasia's most incredible skill is solving problems in organisations in a non-standard, but effective way. If you want to quickly and effectively solve organisational issues and introduce new quality to your organisation, Kasia is one of the top specialist.

Her cooperation with the NAO Institute and Dariusz Tarczyński began in 2017.

Kasia's goal is to show other people the way to develop and build their future, as well as the expansion of the Institute around the world through the delivery of training, workshops and coaching courses.

Bart Trzesicki



Leader of Global IT departments, Improvement and Transformational Projects and Programmes, business trainer, speaker and panellist.

A former student of Universities in Poland, Portugal, Thailand, USA and Canada. Graduate of Management studies at Polonia Academy in Czestochowa, Project Management at University of Economics in Katowice and IT Projects at Université du Québec in Canada. Certified Global Business Services Professional working on the shared services strategy development and execution. Certified NAO

Institute trainer.

Daily leading Global IT infrastructure and security departments as well as programmes including financial, service and process responsibility using various management best practices, frameworks and philosophies such as ITIL, Lean IT, Scrum, DevOps and Management 3.0.

Very much concentrated on shaping the organisation's culture based on values empowering the teams to get to their best. *"Culture eats Strategy for breakfast"* - Peter Drucker

Additionally, skilled in organisational change management and re-design of teams/departments with scope/focus re-direction.

As a business trainer specialises in team building and management, communication, non-financial motivation and time management aspects, interpretation of appearance as a source of information as well as contextual analysis of statements.

Believer in Global Shared Services Concept.

Key values: integrity, proactiveness, commitment, efficiency

„If your actions inspire others to dream more, learn more, do more and become more, you are a leader.”

– John Quincy Adams

Izabela Dobrowolska



Resilience and Mental Wellbeing Coach and Therapist, Qualified NLP and Mindfulness Practitioner, Mental Health First Aider, Certified Leadership & Management Coach (ILM). Aspiring entrepreneur.

Founder of Bela Mind Ltd, organisation supporting families and young people through change and challenging transition periods in their lives. Providing mental and emotional wellbeing support, building resilience, she lives by the motto that whatever we do every day, should be meaningful, fun and fulfilling.

Passionate about developing people, her dream is to revolutionise education and recruitment and build a bridge between education and business environment.

A mother of two children with a dream to make this world a better place for the next generation, where inspiring young people, awakening their full potential, are at the heart of everyone, whether at home, in education or at the workplace. To help young people to discover their truth, utilise their wisdom.

A dedicated Advocate for Mental Health at workplace, where the old stigma are put aside, and the awareness increased.

Bringing together experiences from the corporate world, personal development and professional growth, as well as many social and volunteering activities; with unique, holistic approach, and by incorporating modern, thought-provoking techniques, aim to unlock potential, awaken creativity, improve performance and engagement.

Specialise in communication, stress reduction techniques, assertiveness and engagement. She works with organisations, teams and individuals to shift mindsets, remove biases and develop thriving culture.

Key Values: integrity, authenticity, compassion, curiosity and creativity

"We Rise by Lifting Others" - Robert Ingersoll

Izabela Wlodarska



Coach and Mentor helping passionate Leaders and Entrepreneurs turn their vision into success. Inspired by people, believes that human relations are a core foundation for personal and professional growth. Former Retail Manager with over nine years of experience.

Worked with major High Street Retailers, building teams based on core values of mutual communication, trust, and integrity. Believe in people and that an efficient team contributes to effective business. Managed a multicultural team of various sizes. Taking an individual approach to team training combined with technics used in salesmanship.

Devoted to a holistic management style resulted in reducing team rotation and saving cost related to recruitment. Specialized in communication, leadership, recruitment, team building, and team growth.

Key values: human relations, trust, integrity, culture

"Nothing replaces human connection" - Robin Roberts