

# 優質生活、發展及培訓課程 Wellness Promotion, Training and Development Programmes

Positive Organizational Practices

Relationship Enhancement

Individual Attributes

Dynamic Leadership

Emotional Well-being







2023

## Positive Organizational Practices 正向機構管治

1	Working Towards a Positive Organization 邁向正向機構新一頁 		●	●	
2	Building H.E.R.O. in Times of Change 提升心理資本 - 帶領員工面對轉變 		●	●	
3	Empowering Neurodiversity in the Workplace 建立智能多樣性工作間 <span style="color: red;">New</span>		●		
4	Effective Staff Communication in Handling Organizational Restructuring 架構重整 - 減員前後的準備和有效溝通 		●	●	
5	Elementary Training on Motivational Interviewing Certification Course 動機式訪談法 - 基礎班證書課程 <span style="color: red;">New</span>   				●
6	Advanced Training on Motivational Interviewing Certification Course 動機式訪談法 - 進階班證書課程 <span style="color: red;">New</span>   				2-day
7	Critical Incident Stress Management (CISM) Certification Course 「危機事故壓力處理」證書課程   				2-day
8	Crisis Management 水能載舟 - 危機管理  			●	●
9	Mental Health First Aid Certification Course 「精神健康急救」證書課程   				2-day
10	Mental Health First Aid Training 「精神健康急救」課程   				●

## Relationship Enhancement 促進正向關係

### Relationship Enhancement in the Workplace 良好職場關係

1	4D Communication in Listening and Giving Feedback 四「維」溝通		●	●	
2	Interpersonal Dynamics through DISC/Enneagram/MBTI/Personality Dimensions 知己知彼 - 人際溝通術		●	●	
3	Team Building 打造高效團隊  			●	●
4	Work Better Together with Multigenerational Workforce 跨世代職場達人 - 溝通篇   			●	●
5	Embracing Cultural Diversity and Awareness 建立多元文化工作間		●		
6	Embracing LGBT+ Diversity and Awareness 建立 LGBT+ 共融工作間		●		
7	Establish Work Boundary for Better Collaboration 訂立工作界線 促進雙贏合作		●		
8	Inside Out – Inspiring Others to Embrace Change 變由心生 - 提升動機鼓勵改變 <span style="color: red;">New</span>		●	●	
9	The Art of Friendly Persuasion 友善說服的藝術 <span style="color: red;">New</span>		●		
10	Conflict Management in the Workplace 化解職場衝突  			●	●
11	Effective Communication – Overcoming Resistance to Collaboration 衝突管理溝通技巧 - 從對立到合作		●	●	
12	Handling Difficult Customers 應對非常顧客  			●	

### Relationship Enhancement in Various Life Domain 良好家庭關係

13	Movie and Empathy 人際關係夢工場 <span style="color: red;">New</span> 		●		
14	Satisfactory Relationship between Working Couple 在職伴侶的美滿關係		●		
15	Art of Marriage 幸福婚姻學堂		●		
16	Effective Parenting for Working Parents 精明父母親子技巧		●		
17	Work from Home – Balancing Work and Parenting 在家工作平衡之道 (父母篇)		●		
18	Everyday Parenting – The ABCs of Growing Your Child 每天簡易育兒小技巧 <span style="color: red;">New</span>		●		
19	VIA in Parenting 優勢教養 - 開啟內在力量的鑰匙 <span style="color: red;">New</span>		●		
20	Nurturing a Whole-Brain Child 全腦教養法 - 情理並重的育兒策略 <span style="color: red;">New</span>		●		
21	Be a Playful Parent with Board Games 識玩爸媽 - 桌上遊戲篇		●	●	
22	Parent as Happy Coach 成為子女快樂教練		●		
23	EQ Coaching in Parenting 培養孩子 EQ 從生活開始		●		
24	Effective Communication with Teens 談 Teen 說地		●		
25	Caring for Your Aging Parents 關懷父母 - 傾心·傳情		●		

## Individual Attributes 加強員工正向特質

1	Strength-Based Approach for Excelling Oneself 運用「突顯優勢」開啟卓越之門		●	●	
2	Positive Psychology – Open Your Door of Happiness 正向心理學 - 快樂思考力			●	
3	Lasting Happiness in a Changing World 留得住的快樂		●	●	
4	The Science of Happiness 幸福的科學		●		

No.	Programme Name	1.5-Hour	3.5-Hour	7-Hour
5	The Small Changes that Change Everything 簡單小習慣 - 引發大改變	●		
6	Less Is More – Road to a Happier Life 以簡勝繁的快樂 <span>New</span>	●		
7	Smart Power @ Work 保持職場高峰狀態	●	●	
8	Loving Monday 愛上星期一	●		
9	Being Attentive at Work 專注的力量	●	●	
10	Mindful Workplace 靜觀工作間	●		
11	Transition Back to Work-From-Office 重回辦公室助你快速進入工作狀態 <span>New</span>	●		
12	Expanding Your Work Style to Stay Engaged in Hybrid Working 混合辦公模式的工作智慧 <span>New</span>	●		
13	Unlock Your Creativity at Work 開啟創意之門	●	●	
14	Fun & Growth in Board Games 識玩·醒目·上班族 (桌遊篇) <span>OS</span>	●	●	
15	3 Ways to Get Motivated when Feeling Stuck 讓心情走出低谷的3個生活態度 <span>New</span>	●		
16	Enhance Healthy Work-Life Balance 健康工作與生活平衡法則	●		
17	Effective Time Management 善用時間 - 有時有候 輕鬆無憂	●	●	
18	Living with Change 變出新機遇	●		
19	Becoming Resilient: Bouncing Back after a Setback 逆境復原力 <span>New</span>	●		
20	CV Writing & Job Interviewing Skills 履歷撰寫及面試技巧		●	
21	Psychology Behind Money Management 講心講金的金錢管理術 <span>New</span>	●		
22	Managing Personal Finance for Young Working Adults 職場理財 101	●		
23	Planning a Happy Retirement 退而不憂	●	●	
24	Managing Money during Uncertain Times 逆境理財攻略	●		

## Dynamic Leadership 鼓動人心的領導

1	Positive Leadership – Leading for Staff Engagement 正向領導 留住人心 <span>OS</span>	●	●	●
2	Communicative Leadership 高效溝通領導 <span>OS</span>	●	●	●
3	Strength-Based Coaching for Maximizing Performance 激發員工潛能的教練法則 <span>OS</span>	●	●	
4	Building a Gritty Team 恆毅力 - 致勝關鍵 <span>OS</span>	●	●	
5	Leading Team to Thrive during Change 帶領團隊突破逆境 <span>OS</span>	●	●	
6	Managing Challenging Behaviors at Work 管理員工的「非常」行為 <span>OS</span>	●	●	
7	Mental Health Education for Managers 職場精神健康應對技巧 (管理人員篇) <span>OS</span>	●	●	
8	Well-Being and Self-Care Tips for Managers 管理人員的身心健康及自我關顧 <span>New</span>	●	●	

## Emotional Well-Being 促進員工正向情緒

### Wellness of Body-Mind-Spirit 躍動身心靈系列 - TCM Serial 中醫養生

1	Understanding Your Body Constitution 中醫九型體質與調理	●		
2	Sleep Well with Yin Yang 中醫助眠法	●		
3	Yang Sheng Superfood 養生超級食療	●		
4	Pain and Needles 肢體痛症的中醫治療	●		
5	Chinese Medicine for Stomach Caring 中醫腸胃護理	●		
6	Chinese Medicine for Eczema Treatment (Adult/Children) 中醫皮膚問題護理 (成人篇/小兒篇)	●		
7	Acupressure for Self-Treatment 「穴」按愈鬆 <span>OS</span>	●		
8	Say Goodbye to Sub-Health 古法養生 - 「拉」走「亞健康」 <span>OS</span>	●		
9	Chinese Medicine for Headache Treatment 中醫式破解頭痛	●		
10	Acupuncture and Traditional Chinese Medicine for Chronic Fatigue Syndrome 精神爽利 - 中醫調理慢性疲勞 <span>OS</span>	●		
11	Chinese Medicine for Emotional Health 焦慮緊張自我舒緩	●		
12	Precision Care for Long COVID by Chinese Medicine 中醫全方位擊退長新冠 <span>New OS</span>	●		

New New Programme 全新課程 OS Chinese Only 只提供中文 OS Small Class Size 小班課程 OS Material Cost 材料費用 OS Onsite Only 只限現場

如對上述優質生活、發展及培訓課程有興趣，請致電 2731-6358 或電郵至 [marketing@fourdimensions.org](mailto:marketing@fourdimensions.org) 與我們的市場推廣部聯絡。

No.	Programme Name	1.5-Hour	3.5-Hour	7-Hour
<b>Wellness of Body-Mind-Spirit 躍動身心靈系列 - Food Power 有營飲食</b>				
13	Anti-Cancer Diet Plan 飲食防癌秘笈	●		
14	Smart Eater Checklist 營得起	●		
15	Go Green - Let's Join the Low Carbon Diet 低碳飲食實「綠」	●		
16	Weight Management 輕輕鬆鬆管理體重	●		
17	Eat for Fit 開心輕食飽住瘦	●		
18	Food-Mood Diet for Children 兒童情緒與飲食	●		
19	Diet Wise in Spring & Summer / Fall & Winter 春夏/秋冬飲食秘笈	●		
<b>Wellness of Body-Mind-Spirit 躍動身心靈系列 - Nourishing the Body 活力人生</b>				
20	Simple Body Movement for Brain Power and Mental Fitness 健腦養心日常練	●	●	
21	How to Improve Physical and Mental Well-Being Through Exercise 運動與身體健康和腦部發展	●		
22	Yoga @ Office 辦公室瑜伽	●		
23	Chair Yoga 椅子瑜伽	●		
24	Home/Office Workout 在家/辦公室輕鬆做運動	●		
25	Full Body Workout to Get Fit 全身燒脂增肌運動	●		
26	Long COVID – Aromatherapy Roadmap to Recovery 香薰治療長新冠妙法	●		
27	Back & Neck Care 保健錦囊 - 頸及背部護理	●		
28	Knowing More about Cardiovascular Disease 解開血管疾病之迷	●		
29	Caring for Your Eyes 「睛」明一族	●		
30	Have a Good Night Sleep 好睡到天明	●		
31	Stay Away from Allergies 暫別過敏	●		
<b>Wellness of Body-Mind-Spirit 躍動身心靈系列 - Blissful Mind 養心定神</b>				
32	Mindfulness – The Art of Living 靜觀生活 活在當下	●		
33	Singing Bowl to Deep Relaxation 頌鉢·讓心靈放鬆	●		
34	Secret Garden Therapy 園藝治療	●		
35	Magic Power of Aroma Oil 香薰精油療法	●		
36	Aromatherapy Massage (Self/Traditional) 香薰治療按摩 (個人/古法)	●		
37	Experiencing Zentangle 畫意	●		
38	Colorful Creation of Mosaic 漂流馬賽克之海	●		
39	Brighten the Day through Pastel Nagomi Art 亮麗人心 - 日本和諧粉彩創作	●		
40	Peace and Harmony in Calligraphy 靜心寫大字	●		
41	Rainbow Calligraphy 彩虹書法	●		
<b>Wellness of Body-Mind-Spirit 躍動身心靈系列 - Mental Health Series 精神健康系列</b>				
42	Stress Management by Enhancing EQ 與壓力共舞 - 情緒智能提升工程	●	●	
43	Unplugging at Work 抽離 - 為了把工作做得更好	●		
44	Managing Emotions in the Workplace 駕馭情緒 - 提升工作效能	●	●	
45	Managing Emotions in Times of Uncertainty and Stress 壓力與管理情緒	●		
46	Understanding and Managing Psychosomatic Stress 身病定心病? - 身心症解讀與調適	●		
47	Overcoming Burnout 倦了嗎?! KO 職業倦怠	●		
48	Self-Caring in Critical Incident 突發事情的自我照顧	●		
49	Care for All 關心身邊人	●		
50	Increasing Our Mental Health Awareness 精神健康解碼	●		
51	Managing Anxiety before It Manages You 見焦拆焦	●		
52	Helping Someone You Love with Addiction 同心同行·協助走出成癮路	●		
53	Basic Employee Counselling Skills 關心員工·同跨障礙 - 員工輔導技巧基礎培訓		●	●

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