



PRAVASI GUIDANCE FORUM

LEGALLY
REGISTERED AS

**PRAVASI
GUIDANCE
CENTRE WLL**
KINGDOM OF BAHRAIN



Under the guidance of
Dr. John Panakel

Our Vision

**“DREAM, BELIEVE,
WORK, ACHIEVE”**

Our Vision is to provide a safe haven where everyone is valued and respected, to empower each individual to acquire, demonstrate, articulate and value knowledge and skills that will support them, as life-long learners, to participate in and contribute to the global world and practice the core values of PGF- cultivating Excellence.

PGF foster an enthusiastic, creative community of learners, prepared to continue their intellectual, emotional, and physical development by being perfect human beings, loving, caring, passionate, and willing to extend their hands for those who are in need.

Get in Touch

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PROGRAMS FOR CHILDREN

1. CODING AND ROBOTICS (CDRB)

- 1.1. FOUNDATION
- 1.2. INTERMEDIATE
- 1.3. ADVANCED
- 1.4. CHAMPION

2. YOUTH LEADERSHIP PROGRAM (YLP)

- 2.1. BASIC
- 2.2. INTERMEDIATE
- 2.3. ADVANCED
- 2.4. SUPREME

3. DIFFERENTIAL APTITUDE TEST (DAT)

4. WHY FEAR EXAM (WFE)

5. I CARE ENOUGH (ICE)

6. WHO AM I (WAI)

7. PRESENTATION SKILL (PSC)

8. BE AN EXPERT IN PHOTOSHOP (EPS)

9. SUMMER CAMP (SC)

10. WINTER CAMP (WC)

PROGRAMS FOR ADULTS

11. SPOKEN ENGLISH (SE)

12. OCCUPATIONAL ENGLISH TEST (OET)

13. INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM (IELTS)

14. FOUNDATION DIPLOMA IN COUNSELLING (FDC)

15. ADVANCED DIPLOMA IN COUNSELLING (ADC)

16. HIGHER DIPLOMA IN COUNSELLING (HDC)

17. SINGLE SUBJECT DIPLOMA IN PSYCHOTHERAPY (SSDPT)

18. SINGLE SUBJECT DIPLOMA IN TRANSACTIONAL ANALYSIS (SSDTA)

19. SINGLE SUBJECT DIPLOMA IN STUDENT COUNSELLING (SSDSC)

20. SINGLE SUBJECT DIPLOMA IN DE-ADDICTION COUNSELLING (SSDDC)

21. PRE-MARITAL COUNSELLING (PMC)

22. GROUP COUNSELLING TECHNIQUES (GCT)

23. MONTESSORI TEACHER'S TRAINING (MTT)

24. ARABIC LANGUAGE COACHING (ALC)

25. SUPERVISORY SKILLS COURSE (SSC)

26. INTERVIEW ATTENDING SKILLS (SAS)

27. YOGA and MEDITATION (YM)

28. DIPLOMA IN TRAVEL AGENCY OPERATIONS

OUR COURSES

PGF CLUBS

1. PGF GAVEL'S CLUB

2. PGF CHILDREN CLUB

3. PGF RESEARCH CLUB

4. PGF LADIES CLUB

5. PGF TOASTMASTERS CLUB

6. MALAYALAM SPEAKERS CLUB

PROGRAMS

FOR CHILDREN

1. 1. CODING AND ROBOTICS (FOUNDATION)

- Introduction to block-based coding/ Basic of coding
- Grade KG to 12/ 8 classes/ 1 month
- Simple pattern making animation/ Doodle project, Sprite & costumes making
- Code your story, voice over , and dialogues/ Using conditional statements & looping
- LSRW training and its significance in coding /Using Tools-control keys, Video sensing, pen
- Code your math, science, and English lessons/ Using text to Speech in your project
- Introduction to AI and its role in coding
- Basic presentation / soft skills training

1.2. CODING AND ROBOTICS (INTERMEDIATE)

- Grade KG to 12/ 24 classes/ 3 months
- Create your own games/ Advanced visual coding
- The Minecraft project / Using algorithms in your life
- Code your happy place/ Create Sprites & Animate its behaviour
- Button control, Shooting games, and Flappy bird/ The poetry project / Code your own poem
- Sprite, behaviours, loops and conditional statements
- Graphical projects/ Sequencing/ Create your story
- Artist lab/ Geometry and 2D models/ The math project/ Puzzle game/ Car racing
- Slide preparation and presentation / AI

1. 3. CODING AND ROBOTICS (ADVANCED)

- Grade 4 to 12/ 32 classes/ 4 months
- Maps, Maze & sequencing/ Simple APP making
- Code doodles & superheroes/ APP inventor
- 1-level & 2-level games/ VR Robotics
- Score point games/ Web development
- Gamify your school subjects/ Basics of HTML, CSS, Javascript
- Create your self evaluation tool/ create Logo
- Create your 3D art/ CAD for kids/ Poster making/ Content creation
- Microsoft Arcade games/ Create your own website
- Digital marketing tools

CDRB

1.4. CODING AND ROBOTICS (THE CHAMPION)

- Grade 4 to 12/ 32 classes/ 4 months
- Create your own APP
- Create your own Chatbot
- Poster making/ Content creation
- Basic photo/ Video editing
- AI extension in visual coding
- 3D printing concepts in daily life
- VR Robotics in daily life
- Create your own website
- Code an Arduino
- Visual studio code and its applications
- Python-Fundamentals and application
- Map Python to Machine learning and Data Science
- Create your own life skills mapped Python project
- Create your own product photos/ videos
- Create your pitch deck/ Personal profile
- Email etiquette/ Google Workspace
- Significance of Life Skills
- Your final Project Presentation



YLP

2.1. YOUTH LEADERSHIP PROGRAM (BASIC)

A program designed for the beginners to the personality of students

Program Contents:

- Prepared speech
- Table Topic
- Humorous Speech
- Word Presentation
- Etiquette Display

2.2. YOUTH LEADERSHIP PROGRAM (INTERMEDIATE)

A program designed for those who attended YLP basic.

Program Contents:

- Prepared speech
- Table Topic
- Humorous Speech
- Book Review
- Story Telling

2. YOUTH LEADERSHIP PROGRAM

- A program designed for the beginners to develop the personality of students aged 9 to 18 years.
- Weekly once for 2 hours for 10 weeks to suit the students availability.
- Entry limited to 15 per batch to ensure personal attention.
- Professional mentoring service offered exclusively to students with grey areas of development.
- Ribbons of recognition to winners of each item and certificate of participation.
- Online and physical meeting as per the convenience of students.
- Affordable fee structure.

2.3. YOUTH LEADERSHIP PROGRAM (ADVANCED)

A program designed for those who attended YLP intermediate

Program Contents:

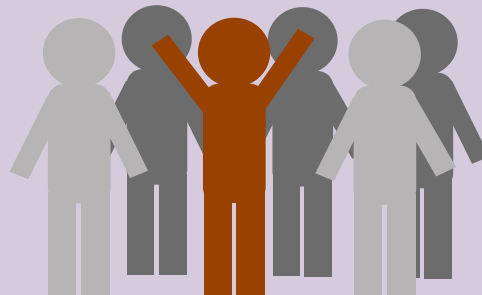
- Prepared speech
- Table Topic
- Humorous Speech
- News Reading
- Speech Evaluation
- Debates

2.4. YOUTH LEADERSHIP PROGRAM (SUPREME)

A program designed for those who attended YLP advanced

Program Contents:

- Human Library Darbar
- Interview Attending Skills
- IQ Quiz Practice
- Presentation
- Chintan Sivr and
- Prepared Speech



DAT

WFE

ICE

3. DIFFERENTIAL APTITUDE TEST(DAT) & CAREER PATH

• Program designed for students and youngsters who are confused about the selection of their career path.

• Personal Career Counselling with renowned Career Guru.

- Abstract reasoning
- Language usage
- Mechanical reasoning
- Numerical ability
- Space relations
- Verbal reasoning

For children grade 8 onwards

Total 2 hours online test & 45 minutes career counselling

4. WHY FEAR EXAM?



- Paper Bag Therapy
- Hydrotherapy
- Recapping Therapy
- Cleansing Therapy
- Schedule setting
- Exam Preparation period cautions

- Total 4 ½ hours program for 3 days, 1 ½ hours a day
- For children grade 1 onwards

Trust yourself, you know more than you think you do

5. I CARE ENOUGH

- The challenges of teens
- Combating Stress
- How to stay organized

• Total 6 hours program for 3 days

• A MUST COURSE FOR ADOLESCENTS

For teenagers between 13 years and 18 years of age

Total 6 hours program for 3 days, 2 hours each



WAI

PSC

EPS

6. WHO AM I?

7. PRESENTATION SKILLS COURSE

8. BE AN EXPERT IN PHOTOSHOP

- Total 6 hours program for 3 days, 2 hours each

Total 6 hours program for 3 days, 2 hours each

- PHOTOSHOP USER INTERFACE
- PHOTO MIXING TECHNIQUES
- PHOTO MANIPULATIONS
- B&W TO COLOR PHOTOS
- BASICS OF DIGITAL DRAWING
- LOGO MAKING

- How to make a Study Plan
- Basic Etiquette Training
- Understand the Strong hours of Preadolescents

For all above 15 years of age

Program designed for children 14 years and above

Program designed for children of age 8 to 12 years



- Total 14 hours program for 7 days, 2 hours each

- Preparation tips
- Rehearsal techniques
- Performance skills
- Post- performance actions

Enhance your presentation skills. Impress your teachers, and advance to higher levels.

BE A WINNER!



SC

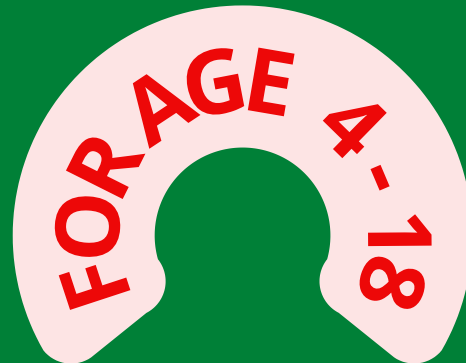
9. SUMMER CAMP



10. WINTER CAMP

- A PROGRAM DESIGNED FOR THE SUMMER HOLIDAYS
- Categorized into sub-junior, junior, sub-senior and senior

- ART & CRAFT
- MUSIC & DANCE
- PERSONALITY DEVELOPMENT
- OUTDOOR FUN



- MOTIVATIONAL TALKS
- CREATIVE WORKSHOPS
- STORY TELLING
- SHOWCASE YOUR TALENT
- FINALE

- A PROGRAM DESIGNED FOR THE WINTER HOLIDAYS
- Categorized into sub-junior, junior, sub-senior and senior

WINTER
CAMP



PROGRAMS

FOR ADULTS

SE

11. SPOKEN ENGLISH

- Appropriate pronunciation of words
- Vocabulary
- Grammar
- Oral expression of the language

**Total
60 hours
program for
30 days,
2 hours a
day**

**Program
designed for
age 14 and
above**

OET

12. OCCUPATIONAL ENGLISH TEST

- Experienced faculty with Doctoral qualification in English Language
- Online support
- Complementary makeup classes for resits
- Practical worksheets
- Practical speaking exercise
- Phrasal verbs/Idioms
- Review of tests
- Final tips for success
- Grammar overview
- Vocabulary and role play exercise

IELTS

13. INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM

- Experienced faculty with Doctoral qualification in English Language
- Complementary makeup classes for resits
- Online support
- Practical worksheets
- Practical speaking exercise
- Phrasal verbs/Idioms
- Review of tests
- Final tips for success
- Grammar overview
- Vocabulary and role play exercise

OET EXTRA FEATURES

- Specialized coaching based on syllabus
- Focused training for vocabulary
- Role play exercise

4 Weeks Crash Course, 2 hour session twice a week



OET
Occupational English Test

FDC

14. FOUNDATION DIPLOMA IN COUNSELLING

**Program designed
for 18 years &
above to learn the
basics of
counselling
accredited to
KCCA and CTAA**

- Introduction & What is counselling?
- Stress
- Stress Reduction Techniques
- The Concept of Human Mind
- Counselling Skills
- Stages of Counselling
- Counselling Process
- Transactional Analysis
- Verbatim Writing
- Family Counselling
- Adolescent Counselling
- De-Addiction Counselling
- Premarital Counselling
- Grief Counselling
- Individual Presentation
- Practical Demo Session

**Total
Training Hours
: 36 Hrs.**

ADC

15. ADVANCE DIPLOMA IN COUNSELING

**Program designed to learn more
advanced techniques of
counselling accredited to KCCA
and CTAA.**

- Clinical Counselling
- Different Schools of Counselling
- Development Stages
- Theories of Personality
- Psychology and Psychopathology
- Modern Transactional Analysis
- Crises Counselling
- Behaviour Therapy
- Gestalt Therapy
- PTSD
- Geriatric Counselling
- Counselling of Learning Difficult
- Practical Demo Session

**Total
Training Hours
: 36 Hrs.**

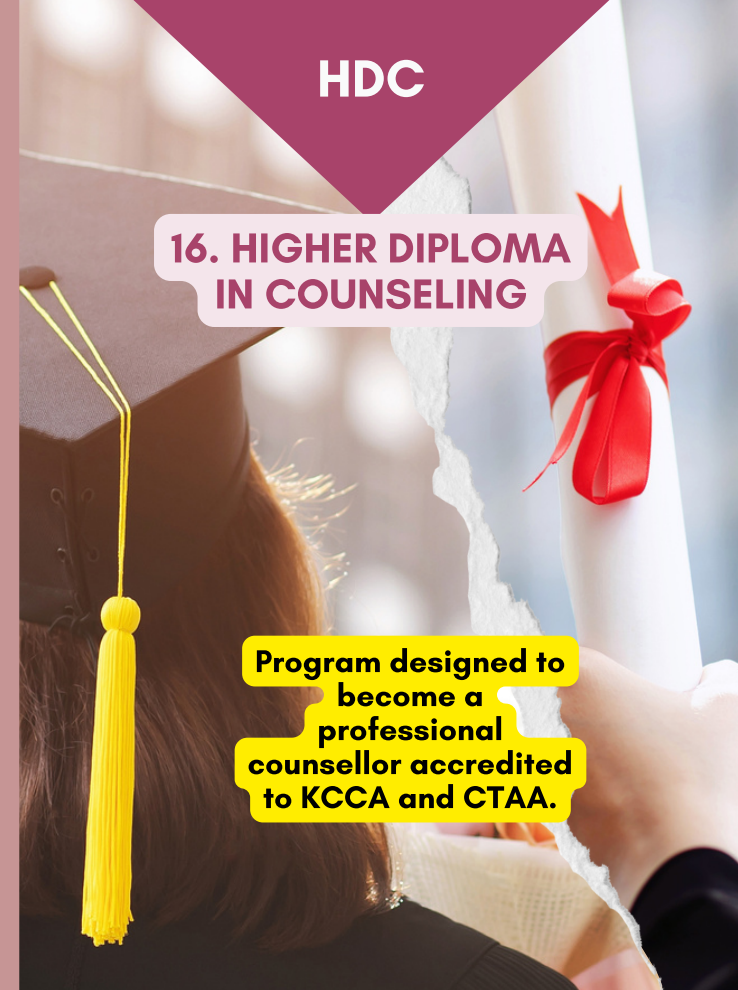
HDC

16. HIGHER DIPLOMA IN COUNSELING

**Program designed to
become a
professional
counsellor accredited
to KCCA and CTAA.**

- Human Development Stages
- Professional Ethics of a Counsellor
- Counselling the Suicidal
- Counselling the Couple
- Counselling the Sick
- Counselling the Elderly

**Total
Training Hours
: 16 Hrs.**



SSDPT

17. SINGLE SUBJECT DIPLOMA IN PSYCHOTHERAPY

Stress Reduction Techniques like

- Acupressure Therapy
- Count down Therapy
- Recapping Therapy(Mindful Meditation)
- Candle Therapy
- Progressive Muscle Relaxation(PMR) therapy
- Diaphragmatic Breathing Therapy
- Mirror Therapy
- Guided Imagery
- Light Therapy
- Gestalt Therapy
- Hydrotherapy
- Massage Therapy
- Talk Therapy
- Dissociation Therapy
- Personification Therapy
- Cognitive Behaviour Therapy
- Mindfulness based Stress Reduction Therapy
- Dialectical Behaviour Therapy(DBT)
- Aversion Therapy
- Role Play Therapy
- Story Telling Therapy
- Rational Emotive Behaviour Therapy(REBT)
- Exposure Therapy(ET)
- Transactional Analysis Based Therapy

Program designed to specialize in Psychotherapy accredited to KCCA and CTAA.

Total Training Hours 6 Hrs. for 3 days

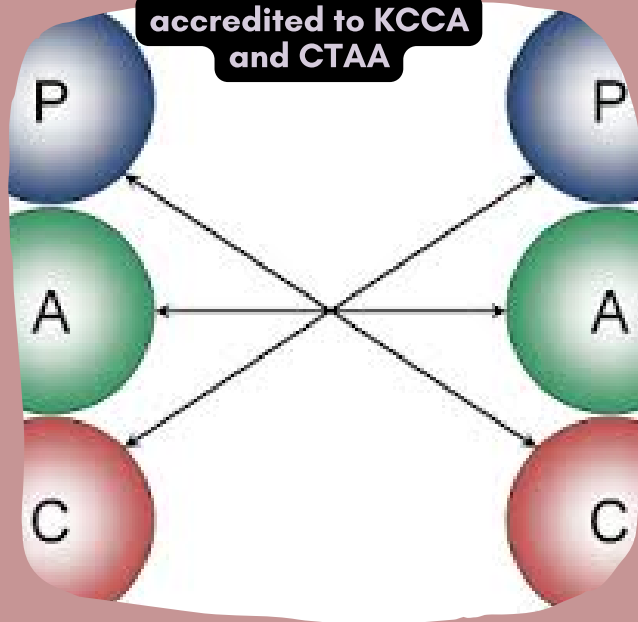
SSDTA

18. SINGLE SUBJECT DIPLOMA IN TRANSACTIONAL ANALYSIS

- Introduction to TA
- Development of TA
- Philosophy of TA
- Goals of TA
- Ego States
- Modern Transactional Analysis Theory
- Rules of communication
- Rebuild yourself with TA

Total Training Hours 6 Hrs. for 3 days

Program designed to learn Transactional Analysis certification accredited to KCCA and CTAA



SSDSC / SSDDC

19. SINGLE SUBJECT DIPLOMA IN STUDENT COUNSELLING

- Stages of Human Development
- Categories of Students and their Issues
- Student Counselling Techniques

Program designed for those who intend to help students deal with their stress and anxiety.

Total Training Hours 6 Hrs. for 3 days

20. SINGLE SUBJECT DIPLOMA IN DEADDICTION COUNSELLING (SSDDC)

- What is addiction?
- Types of addictions
- Causes of addiction
- Identification Characteristics
- Possible solutions
- Addiction counselling
- Practical demo of addiction counselling

Total Training Hours 6 Hrs. for 3 days

Program designed to learn de-addiction counselling accredited to KCCA and CTAA

21. PRE MARITAL COUNSELLING COURSE

- Voluntary Nature of Coupling
- Balance in the Couple's Relationship
- Temporal Aspects of Coupling
- Merging of Systems as Part of Coupling
- Giving and Receiving of Support as Part of Coupling
- Maintaining Separateness and Individuality in Coupling
- Marriage as a Social System
- Areas of Symptom Formation in Couple Relationship
- Stages of Marital Conflicts
- Characteristics of Marital Conflict
- Family Systems Counselling
- Guidelines for Enriching Marital Relationship

22. GROUP COUNSELLING TECHNIQUES

- General Principles of Group Therapy
 - One to one vertical interventions
 - Interactional Here-And-Now Model
 - Traditional Group Therapies
 - Intensive Group Expressions
 - Encounter-Group Therapy
- How to Conduct Group Counselling
 - Advantages
 - Causalities
 - Risk Factors
 - Group Selection
 - Self-Disclosure
 - Facilitator's Role

23. MONTESSORI TEACHERS TRAINING

Program designed for those who want to be Professional Montessori teachers.

3 months of total training hours.

The certificate is issued by INTESOL a worldwide famous education entity.

- Education principles
- Maria Montessori Methodology
- Child psychology
- Exercises of practical life
- Sensorial learning
- Montessori apparatus
- Mathematics
- Language and story telling
- Music, Art and movement
- Yoga and Nutrition
- Computers
- Lesson plan and curriculum



Total Training Hours 6 Hrs for 3 days

Program designed to learn group counselling accredited to KCCA and CTAA

Total Training Hours 6 Hrs for 3 days

Program designed to learn pre-marital counselling accredited to KCCA and CTAA



24. ARABIC LANGUAGE COACHING

- Arabic letters, words, and proper pronunciation.
- Handled by experienced Arabic language trainer
- Learn a new language
- Hybrid sessions
- Basic and Advanced Batches

**16 hours of Basic level
for 8 days**

**15 hours of Advanced level
for 10 days**

25. SUPERVISORY SKILL COURSE



- Personal effectiveness
- Coaching, Mentoring and Leading
- Time Management
- Appraisal Interviews
- Quality Customer Service

**Program designed for those
who wish to develop their
skills to meet the demands of
an organization.**

**Total 6 hours program
for 3 days, 2 hours each**

26. INTERVIEW ATTENDING SKILLS

- Interview Skills
- Before the Interview
- During the Interview
- After the Interview
- General Interview Questions



**For those who are planning
to attend an interview**

**Total 6 hours program
for 3 days, 2 hours each**

27. YOGA AND MEDITATION

- Calm your body and soul
- For those who wish to loose weight
- Live a stress free life
- Class conducted by Certified and experienced lady instructor

1 hour weekly thrice

28. DIPLOMA IN TRAVEL AGENCY OPERATIONS

9 hours a week for 8 weeks

- For those who intend to work in travel agencies
- 72 hours course

