



WIRECOM (INDIA) PVT. LTD.

NEWS LETTER

October 2016

Content

-Health Tips
Pg.1
Keep A Diary
-Pg.2
-Telephone
Communicati
on Skill For
Customer
Service-pg.3
-Moral Story
Pg.4
-Upcoming
Event -Pg. 4

Birthdays of the month

Pradeep Kori 01st

Pradeep 05th
Khapre

Vijay Pichurle 19th

Sarfaraj Ali 22nd

Shafik Shaikh 25th

Suresh Gavit 26th

Action Plan To “Sitting Right” At Workplace

Tip #1: Keep your computer screen at eye-height to ensure you’re not sitting hunched.

Most back pain results from poor posture. This plan will help keep your posture correctly, which will greatly reduce back pain. Practice the proper posture for sitting correctly, whenever you sit down. Follow these guidelines correctly every day for effective pain relief. You’ll be amazed at the results.

- Put your back flat against the chair.
- Sit up and don’t let your spine curve.
- Put your computer screen at eye height.
- Push your chest out and your shoulders back.
- Put your feet directly under your body. Don’t slouch and stick your feet out.

Why it matters?

A number of things may cause you to sit incorrectly, including having your computer screen at an awkward height. Many people have their computer screens too low, causing them to hunch over constantly. Simply adjusting the computer screen height to the eye level of your correct sitting posture will help you automatically sit more straight.

Tip # 2: Push your chest out slightly, keeping your spine straight.

Why it matters?

Pushing your chest out and keeping your spine straight will allow you to avoid a great deal of back pain. Back pain can negatively impact your quality of life to the point where it causes a lot of unhappiness. If you can avoid this chronic pain, you will be a happier person.

Tip #3 : Position your feet directly underneath the chair to ensure good posture.

Why it matters?

Good posture is an essential part of having a healthy back. The spine and muscles of the back can cause you a great deal of pain, perhaps more than any other part of your body. If you can avoid this pain, your quality of life will be much higher than if you have chronic back pain.

Tip #4 : Move around as much as possible to prevent yourself from slouching in your chair.

Why it matters?

Poor posture causes back pain. If you maintain poor posture over a long period of time, it can even cause permanent damage to your back. This damage may include slipped discs or pulled muscles. On the other hand, if you maintain good posture, your back pain will go away more quickly than you might think. bar support, which will keep your spine straight when you’re sitting. These chairs may be slightly more expensive than less supportive chairs, but the extra cost is worth it.

Coming together
is a beginning
Staying together
is progress, and
Working together
*****is*****
SUCCESS

**“Your Customer
doesn’t care how
much you know
until they know
how much You
Care”**

Keep A Diary

The art of journaling (otherwise known by teenagers as “keeping a diary”) isn’t something new. There are many who choose to create and use diaries for various reasons. People keep diaries because they feel that there is something important enough in their lives to keep track of. However, one’s definition may differ from another’s perspective. Although many diaries are for personal satisfaction, others use it for business purposes, in order to maintain a historical record for posterity. Below is a list of reasons that people may choose to maintain a diary, and why you should too.

To record and recall events and issues

This is probably the primary reason that diaries are kept. The diary can be a valuable tool to determine many things about past circumstances and events. You can look at recorded history as a conglomeration of diaries recorded by historians. Past records are all that we have to go on when we want to know history. If they incorrect the results can be disastrous.

To honestly express your own thoughts and feelings

Many people are reflective and like to ponder past situations and events. Recording thoughts and feelings will help others to understand why you do what you do along with past experiences which may have been either pleasant or unpleasant.

To get therapeutic mental release

It often helps when we communicate our feelings and problems to others. A diary can offer an acceptable alternative to verbally venting your beliefs about people, places, or events which have happened in life. The act because penning problems t on paper is an active practice. Whenever you write problems on paper or speak them aloud you are releasing frustration in a physical way.

To have better self-reflection

This is akin to meditation. You reflect on past mistakes in order to avoid repeating them in the future. I have found this type of reflection to be helpful in my personal life. I often reflect on the mistakes that I have made when dealing with circumstances, situations, and people. Sometimes people see journaling as an honest written self assessment of situations which you may have been involved in, problems that you encountered, and the steps that you took to solve them. It is often used in the workplace so that the incoming replacement will have an excellent idea of what to expect during performance of the job.

To gain a new perspective

Reflecting on old problems, situations, and circumstances will often help us to understand the viewpoints of others, and provide insight and knowledge that we otherwise would not receive.

To increase vocabulary and enhance writing skills

The only way to become more proficient at performing a task is by doing it. Practice makes perfect and keeping a diary will help you to hone your communication skills and writing proficiency. The more you write the better you become at writing.

How Diaries are Used

There are many different types of diaries along with methods of creating and maintaining them. Diaries can be used to record travel, recipes or foods, workouts, sleep, places, times and dates when fish are biting well, memoirs, prayers, and goals and achievements just to name a few. Workout and travel logs are two examples of keeping track of historical data for future use.

This type of diary is normally very valuable when it comes to improving personal performance, identifying trends and circumstances which affect performance, and keeping track of scheduled maintenance.

Telephone Communication Skill For Customer Service

- Adopt a Positive Tone - Projecting an enthusiastic, natural, and attentive tone while on the phone can help a customer feel comfortable during a conversation.
- Clear Enunciation - The ability to understand what someone is saying on the phone separates a productive conversation from one filled with tension.
- Be Sincere - Starting with the greeting, conversations over the phone must be sincere. Say hello and be genuine. Try to avoid scripted greetings as most sound artificial and inauthentic. Answering a customer's questions with sincerity and positivity will not only satisfy them by the end of the conversation but will also help calm an angry caller.
- Use the Name - As soon as you receive a customer's name, use it.
- Leave the Customer Satisfied - As with most things, finishing a conversation on the right note can create lasting positivity and a satisfied customer. Finishing a conversation in a positive manner can transform what may have started as an angry phone call to a pleasant experience for the customer.

The Mother With One Eye

My mother had only one eye. When I was growing up, I hated her for it. I hated the uninvited attention it got me at school. I hated how the other children stared at her and looked away in disgust. My mother worked two jobs to provide for the family, but I was just embarrassed by her and didn't want to be seen with her.

Every time my mother came to visit me at school, I wanted her to disappear. I felt a surge of hatred towards the woman who made me the laughing stock of the school. In a moment of extreme anger, I even once told my mother I wanted her to die. I was completely unconcerned about her feelings.

As I grew up, I did whatever was in my power to distance myself from my mother. I studied hard and got a job overseas so I wouldn't have to meet her. I got married and started raising a family of my own. I got busy with my job and family and with providing a comfortable life for my beloved children. I didn't even think about my mother anymore. Out of the blue, my mother came to visit one day. Her one-eyed face scared my young children and they started crying. I was angry at my mother for showing up unannounced and I forbid her to ever return to my home and new family life. I yelled and screamed, but my mother quietly apologized and left without saying another word. An invitation to a high school reunion took me back to my hometown after decades. I could not resist driving past my childhood home and stopping by the old shack. My neighbors told me my mother had passed away and left a letter for me.

"My dear child:

I must begin by apologizing for visiting your home unannounced and frightening your beautiful children. I am also deeply sorry that I was such an embarrassment and source of humiliation to you when you were growing up. I have learned that you may be coming back to town for your reunion. I may no longer be there when you come, and I think it is time to tell you an incident that happened when you were a young child. You see, my dear child, you were involved in an accident and lost one eye. I was devastated at the thought of my beloved child growing up with only one eye. I wanted you to see the beautiful world in all its glory, so I gave you my eye.

My dear child, I always have and always will love you from the bottom of my heart. I have never regretted my decision to give you my eye, and I am at peace that I was able to give you the ability to enjoy a complete life. "Your loving mother."

UPCOMING EVENTS

