

THE DESIGN EDGE

CREATING QUALITY SPACES



Major highlights of the month:

JTEKT SONA AUTOMOTIVE INDIA LTD. Is one of the massive offices designed with the finest of design aesthetics. The spacious rooms giving a luxury statement.

Workstation



3D View is for Reference Purpose Only. Final Design and Specs may change as per Final Spec Sheet

RECENT BEST PROJECTS

1

**JTEKT SONA
AUTOMOTIVE INDIA
LTD.**



2

**HAYMARKET SAC
PUBLISHING INDIA
(P) LTD.**



3

**GLOBIVA SERVICES
PVT. LTD.**



ONGOING PROJECTS

1.DORSET KABA SECURITY SYSTEMS PVT. LTD.



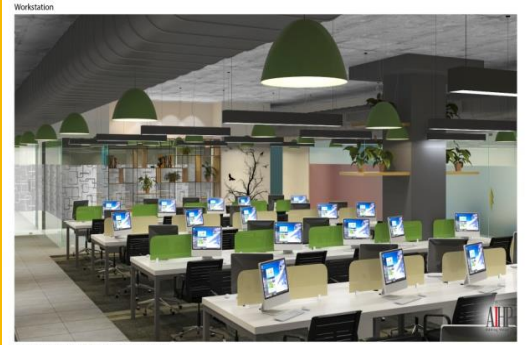
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2.WALLSOFT LABS LLP



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3. REAL TIME DATA SERVICES PVT. LTD.

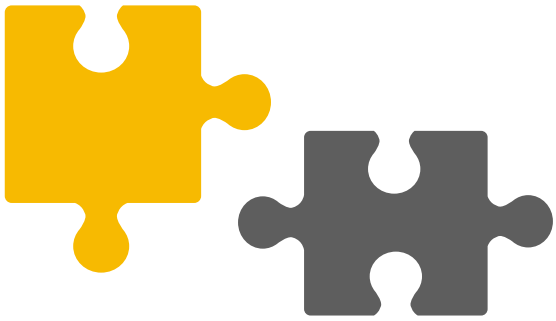


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4. TEREX INDIA PVT. LTD.



PALM SPRINGS UNIT NO.16-002,003



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EDITOR'S NOTE

New Year, New Hopes, New Dreams...

New Year means new beginning in life,
 New Year means new hope,
 New Year will bring a new cheer,
 So let go of your fear

We should all use new year to make or re-evaluate our own hopes and dreams for the year, thus providing a basis to guide our year. Creating a plan for our year and something to strive for enables us to become more and more successful in our own lives.

It is a time to reflect; reflect back and reflect on moving forward. It is a time to make changes and think about how we can each better ourselves. Are you looking forward to something great in the new year? You should! Good will come if you will it. Good will always happen if you welcome it with faith, hope, and love. Sick and tired of resolutions that you never stick to? You may need a change of heart first before a change of habits can happen. The beginning of the new year is a perfect time to take stock of our lives.

It may be helpful at this time to reflect on the achievements of the past year, congratulating ourselves for both personal growth and goals met, and setting our agendas for the new year. Taking a break from our daily routines and nourishing ourselves with food, family, and good company helps us to be re-motivated and re-inspired with fresh vision and energy Oprah Winfrey, on the other hand, has a famous quote on a new beginning:

"Cheers to a new year and another chance for us to get it right." Thinking how ????

Write a Win List. This is an inventory that you write with pen and paper [yes—go analog so your brain gets pushed] noting the 25 victories you created over 2016. Draw Your Perfect New Year. Just get a large piece of paper and some crayons. And like a child with eyes of utter wonder, map out your ideal year in courageous detail. Do not think small here!

Just Breathe. You know, life's too short to be too serious. Yes, it can be tough. Sure, unexpected events happen. Definitely, our great hopes can sometimes be destroyed. Yet—there is so much striking beauty in the world. And you have such good in your life. So just breathe, keep doing your best and remember that vast blessings are definitely on their way.

As the New Year approaches us with hopes anew, here is to wishing you and your family a wonderful year ahead.





JTEKT SONA AUTOMOTIVE IND LTD.

GOLF COURSE ROAD

Workstation



MD CABIN_M3M



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Conference



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One of the massive offices designed with the finest of design aesthetics.

The spacious rooms giving a luxury statement.

The symmetric allocation of spaces and rhythmic arrangement of furniture gives it another level interior experience.





REAL TIME DATA SERVICES

AIHP HORIZON, UDYOG VIHAR PHASE 5, GURUGRAM

Reception



Director Cabin



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Workstation



3D View is for Reference Purpose Only. Final Design and Specs may change as per Final Spec Sheet

The vibrant color scheme used to brighten up the entire space.

The Workstation areas are very well lit
ambience is created in such a way making it
a 100% stress-free work environment.





EFFECTIVE BUSINESS NEGOTIATIONS

“In business as in life, you don’t get what you deserve, you get what you negotiate” Chester L. Karrass.

Negotiation is defined as a discussion among individuals. The art of negotiating is needed in the everyday life. A successful negotiation requires the two parties to come together and hammer out an agreement that is acceptable to both. Mastering this art in the business world is critical because poor negotiations can negatively affect our company’s operations. Practice and preparation is what makes a good negotiator.

An individual needs to adopt certain skills for a successful negotiation. Let us understand them in detail:

1.) Clarity on agenda -An individual before starting with the negotiation must be very clear with the agenda of the negotiation. Ask yourself - why this negotiation? What is the objective of the negotiation? One must be well informed.

2.) Problem Analysis-Effective negotiators must have the skills to analyze a problem to determine the interests of each party in the negotiation. A detailed problem analysis identifies the issue, the interested parties and the outcome goals.

3.)React sensibly-A good negotiator must react sensibly. He should never lose his temper or over react. If you are unhappy with the deal, show your displeasure. Don’t keep things to yourself or assume that the others will understand it on their own. One has to voice his opinions.

4.)Take care of your target-Target is what you think is reasonably possible to get out of a negotiation. However, the rule is: never reveal your target at the beginning of any negotiation, because your counterpart will hardly agree with your first propose. For that reason, we should manage our first offers and concessions carefully. We must remember that after the first offer, negotiators need to make concessions because they enable the parties to move toward the zone of potential agreement (ZOPA).

5.)Patience-One needs to be patient enough for a good negotiation. It is not always that the other person will accept your suggestions in the first attempt itself. You need to convince him and it needs patience. Never be in a hurry to close the deal.

6.)Confident-One needs to be confident enough for an effective negotiation. You might need something but never show your desperation to anyone. They will take undue advantage of your helplessness. Take care of your facial expressions. Never be nervous.. Don’t start sweating

- **Be dignified**- One should maintain the decorum of the place and should not stoop to any level for getting the best deal. Present your ideas in a dignified way. Remember it is just a discussion, not a battle field. Avoid shouting or using derogatory statements against anyone. If you are not satisfied with the deal, its better to quit rather than fighting and using abusive languages.

- **Be very clear in your communication**-Stay firm on your quotes and do not change statements quite often. Don’t play with words or try to confuse others. One needs to be straightforward from the very beginning.

•**Be a good listener**-Don't jump to conclusions; instead listen to what the other party offers. Understand his situation well. If the deal is not benefiting the other party, he will obviously not accept it, don't be after his life. If you don't listen to others, they would obviously not respond to you.

•**Be reasonable**-Don't quote anything just for the sake of it. Be reasonable. Don't quote imaginary or unusually high figures. Don't ask for anything you yourself know is not possible. It will just be wastage of time and no one would benefit out of it.

7.)Emotional Control-It is vital that a negotiator has the ability to keep his emotions in check during the negotiation. While negotiations in contentious issues can be frustrating, allowing emotions to take control during the meeting can lead to unfavorable results.

No body is born with good negotiation skills; you need time to acquire them. Be tactful and patient. Understand the other party well - his needs, expectations and find out a solution beneficial to both the parties.

Dr. S.K GUPTA
Group CEO - AIHP



WASTE PAPER MANAGEMENT IN OFFICE

Nearly every office, large or small, relies on large quantities of paper. Check out these tips to help reduce the amount of paper and printing products that are used at your workplace.

Use both sides of paper: When making copies, set your machine to use both sides of paper and cut your consumption in half.

Shred and reuse unwanted paper: Instead of throwing away old documents, shred them and reuse them as packing material in shipments.

Reuse boxes: When you get shipments in, save your boxes so that you can use them again for shipments out.

Offer paper recycling: Put a paper recycling receptacle next to every printer, copier and fax machine so that employees can deposit unwanted paper in them. Discuss recycling with your cleaning crew or appoint a person to bring your paper to a recycling center each week.

Avoid color printing: Color printing generally uses more ink, so print in black and white when you can.

Print in draft mode: To conserve even more ink, print in draft mode. It will generally lighten the shade, but you'll still be able to read your copy clearly.

Buy paper wisely: Create a policy to buy only chlorine-free paper with a high percentage of recycled content.

Consider alternative paper: Think about buying paper made from hemp, bamboo or organic cotton.

Buy recycled toner and ink: Cartridges contribute metal and plastic to landfills, but buying toner and ink that's refilled can help alleviate this environmental burden.

Distribute memos via email: Instead of printing out memos for distribution, email them and let employees decide whether or not they wish to print them.

Store manuals, policies and other documents online: Don't print out huge employee handbooks. Allow employees to access PDF copies at their leisure.

Provide air dryers in the bathroom and common areas: Reduce paper towel waste by providing air dryers as an alternative. Take it a step further and provide reusable towels.

Reduce margins: Reduce your margin settings so that your printer uses less paper.

ASHWINI SHWETHA KETHARAJ
ASST. MANAGER – ARCHITECTUE &
DESIGN DEPARTMENT -AIHP

INTERVIEW WITH THE DIRECTOR

MOHIT AGARWAL



- Tell us about yourself :**
 Schooling from St. Columba's School, Delhi. Later did my MBA from Fore School Of Management, Delhi. Right after my MBA, I started my own business venture with the name of Plum Salon.
- How come you ended up in this field?**
 Nipun and Me consulted each other regarding Business proposition and investments. Later Nipun felt that I might be an asset for to his organization, so I Joined AIHP and am currently Director – Projects.
- What's your mantra in life?**
 I Believe in Two Things :
 - Always Be Happy, Ups and Downs are part of the life : take them as a challenge and money is not the only thing that makes you happy.
 - I Strongly believe in KARMA if we do something wrong then we have to face the consequences ten fold over.
- What's that something which nobody in the office knows about you?**
 I am a strong lover of nature and nature sports. I have already experienced different nature sports like Sky diving, Scuba diving, Campaign in the forest. I have also been to "Stok Kangri Peak & Everest Base Camp in Nepal"
- What are you passionate about?**
 I am Passionate about achieving Excellence. What makes you to stand out is how excellently you can perform your job.
- Which genre of songs and movies do you like?**
 I like old Hindi movies like "Chalti Ka Naam Gaadi". I really enjoy all Shammi Kapoor's and Kishor Kumar Movies That's my all time favourite.





Started off our visit to the factory with the display section in the ground floor, where vast ranges of chairs and sofas have been displayed beautifully.

Each design was showcased very spectacularly.



We then proceeded to the workshop area in basement. We were exposed to different carpentry techniques. We came across :

- Laminate pasting
- Partition board making
- Edge-banding
- Post forming
- Cutting machinery (CNC machine, Aluminum cutting)
- Drawer/Pedestal fixing
- Stacking & packing



We further proceeded to the chair workshop area. We learnt about:

- Fixing of seat, hand-rest and legs
- Sewing of fabric
- Different materials
- Making of cushions

We later saw the wide range of chair and desk in their gallery which includes furniture for Offices, multiplex, classrooms, lounges etc.



AIHP|TEAM MEMBER AT GEEKEN FACTORY|

The visit to the factory was very informative and is helping us work better giving us a lot of new perspective in designing spaces. We are now aware of the personal touch and feel of different furniture and we know what to recommend to our clients.

It was a sheer pleasure for all of us to visit such a place with many learning's to take back home.

Also, the architecture and the interiors of the factory was very appealing and which has been aptly designed for a furniture showroom and factory.



CELEBRATIONS

S.N O.	BIRTHDAYS IN JANUARY	DATE
1	Karishma (Manager - Architecture and Design)	4th Jan
2	Hari (Office boy)	7th Jan
3	Sunil Kumar (Asst Manager - Architecture and Design)	11th Jan
4	Jugal Kamat (Driver)	12th Jan
5	Anita Punwani (Head – Customer Support)	23rd Jan
6	Shubham Jain (HR – Manager)	29th Jan





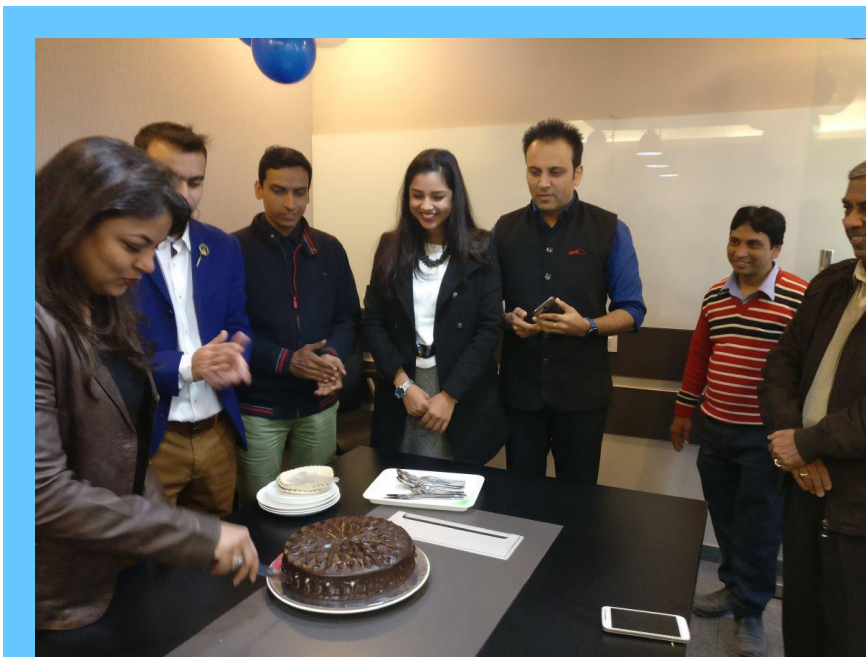
HAPPY BEGINNINGS



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HUMOUR SECTION

Murder of English Language

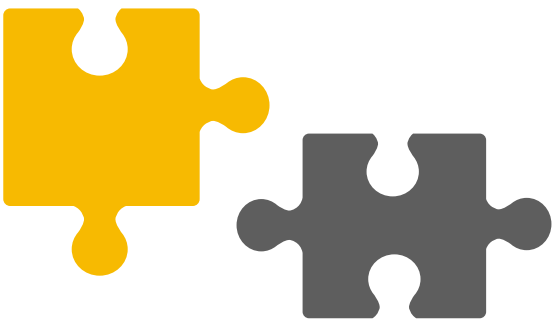
See, how people write leave applications.

It's murder of English language – but too funny

- An employee applies for leave:
"Since I have to go to my village to sell my land along with my wife, please sanction me one-week leave."
- From an employee who was performing the "mundane" ceremony of his 10 year old son:
"As I want to shave my son's head, please leave me for two days."
- Leave-letter from an employee who was performing his daughter's wedding:
"As I am marrying my daughter, please grant a week's leave."
- From HAL Administration Dept:
"As my mother-in-law has expired and I am only one responsible for it, please grant me 10 days leave."
- An employee applies for half day leave:
"Since I've to go to the cremation ground at 10 o'clock and I may not return, please grant me half day casual leave."
- An incident of a leave letter:
"I am suffering from fever, please declare one-day holiday."
- A leave letter to the headmaster:
"As I am studying in this school I am suffering from headache. I request you to leave me today."
- Another leave letter written to the headmaster:
"As my headache is paining, please grant me leave for the day."
- Covering note:
"I am enclosed herewith..."
- Another one:
"Dear Sir: with reference to the above, please refer to my below..."
- Actual letter written for application of leave:
"My wife is suffering from sickness and as I am her only husband at home I may be granted leave."
- Letter writing:
"I am well here and hope you are also in the same well."
- A candidate's job application:
"This has reference to your advertisement calling for a 'Typist and an Accountant - Male or Female'... As I am both (!!) for the past several years and I can handle both with good experience, I am applying for the post."

Reaching the end of a job interview, the Human Resources Officer asks a young engineer fresh out of the Massachusetts Institute of Technology, "And what starting salary are you looking for?" The engineer replies, "In the region of \$125,000 a year, depending on the benefits package." The interviewer inquires, "Well, what would you say to a package of five weeks vacation, 14 paid holidays, full medical and dental, company matching retirement fund to 50% of salary, and a company car leased every two years, say, a red Corvette?" The engineer sits up straight and says, "Wow! Are you kidding?"

The interviewer replies, "Yeah, but you started it." 😊 😊



EDITORIAL TEAM

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