Successfully Managing People

Learn via: **Classroom / Virtual Classroom / Online**

Duration: **2 Gün**

https://bilginc.com/tr/egitim/successfully-managing-people-3199-egitimi/

Overview

Master challenging situations with proven tools and techniques

Communicate with authenticity, clarity and precision

Flex your management and personal style for impactful work relationships

Tailor your approach to motivate and empower different types of people

Apply ethical leadership and set ethical standards throughout your work group

Recognize the role of values in managing and influencing people

Apply the principles of emotional intelligence to elevate you to a new level of effectiveness

Prerequisites

There are no prerequisites for this course.

Who Should Attend

Managers and individuals with management responsibilities whose success depends on managing people successfully through clear communication, a cooperative attitude, and commitment to shared goals.

What You Will Learn

Are you ready to develop a high-performance team and get more done? Resolve team conflict using emotional intelligence and get more from your team by adapting your management style to every situation.

You'll learn how to:

Motivate every member of your team—even if they don't share your values

Use positive and corrective feedback to turn problem employees around and maximize productivity

Apply the most relevant conflict resolution style to eliminate friction

You'll also get:

Practice adapting your style using case studies

Personal feedback from the instructor and peers

Pre- and post-seminar assessments

Tune-up materials to review what you've learned after the event

And additional resources to maximize your training goals

<u>Outline</u>

Learning Objectives

Appreciate How the Role of Manager Has Changed in Today's Organizations

Recognize the Role of Values in Managing People

Describe the Importance of Ethical Leadership

Identify How Your Organization's and Workgroup's Culture Shapes the Behavior of the People You Work With

Assess Your Management and Personal Style and Adjust It to Different Situations

Adopt the Approach Needed to Motivate Different Types of People

Communicate Effectively with Those You Manage

Apply the Principles of Emotional Intelligence to Achieve Greater Effectiveness

Use Feedback to Improve Performance and Manage Difficult Employees

The Experience of Being a Manager in Today's Organization

Recognize How Economic and Social Trends Have Changed the Manager's Role

Define "Successfully Managing People"

Discuss and Illustrate Specific Challenges You Face When Motivating Others in Today's Organization

Organizational Culture and Ethical Leadership

Define "Values" and Recognize Their Source

Identify Ways in Which Values Impact Work Life and Productivity

Identify the Values Conflicts in Yourself, in Others, and in the Organization

Recognize How Values Inform an Organization's Culture

Define "Ethics" and Recognize the Manager's Role in Setting Ethical Standards for Employees

Personal Styles: DiSC®

Determine Your Own Personal Profile (DiSC® Profile)

Gain Insight in to the Strengths and Limitations of Your DiSC® Profile

Use Behavioral Cues to Determine Others' Personal Styles

Gain Insight into How to More Effectively Work with Other Personal Styles

Motivating Those You Manage

Define "Motivation" and Identify the Important Factors in Motivation and Employee Engagement

Understand Pre-Movitators, Demotivators, and Motivators

Differentiate Between Motivation and Engagement

Tailor Your Motivational Efforts to Individuals and Situations

Employ Motivational Strategies to Delegate for Engagement

Delegation

Identify the Different Delegation Styles, and Recognize How and When to Use the Guidelines

Evaluate Employees and Situations, and Determine the Appropriate Delegation Style

Appreciate the Importance of Openness to Trying New Delegation Styles with Employees, as Appropriate

Communication Skills for Managers

Use Positive Feedback to Improve Employee Commitment and Strengthen the Team

Effectively Deliver Corrective Feedback

Deal with Difficult Employees

Emotional Intelligence

Define "Emotional Intelligence"

Describe the Competencies of Emotional Intelligence

Develop a Strategy for Improving Your Emotional Intelligence

Manage and Adapt the Emotional Behaviors You Exhibit That Impact Your Leadership and the Team Environment

Integrate Empathy to Promote Strong Relationships