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بروجاكس للتدريب والتطوير
Projacs Training and Development

Advanced Creative Methods for Influencing and Persuading

الاساليب الابداعية في التأثير والاقناع

25 - 29 March 2018

Dubai / United Arab Emirates

A Member of:



PROJACS ACADEMY



ProjacsAcademy.com



Introduction

This Workshop offers an extensive training on Management in the 21st Century. It emphasizes the Importance of Managerial Grid Styles, Change Management, Human Capital, Effective Communication and Leadership. The Creative Methods to Persuade and Influence Managers to more effective.

Objectives

At the end of the workshop, the participants are able to:

- To learn strategies and tools to overcome 21st Century challenges
- To become a more Productive Manager.
- To develop Effective Communication Skills and appreciation of the inter-functional coordination necessary for quality service.
- To learn different Management Styles and how to deal with it.
- To learn the importance of Productive Performance Appraisal
- To become a better Manager in the 21st Century
- Creativity and Innovation
- Methods and Tools to become more effective Manager

Who Should Attend?

- Top Management
- Middle Management

Course Outline

Day One

- Management process
- Planning
- Organizing
- Leading
- Control
- Change Management
- Effective Delegation

Day Two

- Effective Coaching
- Effective Mentoring
- Organizational Behavior
- Organizational Culture
- People and Attitudes
- Motivation Theories
- Efficiency and Effectiveness

Day Three

- Managerial Creativity
- Management Negotiation Skills
- Persuasion Techniques
- Win Win Approach
- Assessment Tools
- Development Tools

Day Four

- Decision Making
- Problem Solving
- Productive Performance Appraisal
- Effective Communication
- Conflict Management
- Effective Persuasion
- Leadership in the 21st Century

Day Five

- Multicultural Management
- Diversity
- Managerial Grid Styles
- Creativity
- Innovation
- Emotional Intelligence
- The Habits of Highly Effective People

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation
- slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **2,950USD**

**VAT is Excluded If Applicable*

مقدمة

تقدم هذا الدورة تدريباً مكثفاً على الإدارة في القرن ٢١. ويشدد على أهمية أنماط الإدارة وإدارة التغيير و الموارد البشرية، والاتصال الفعال والقيادة. والأساليب المبتكرة للإقناع والتأثير.

الاهداف

- معرفة استراتيجيات وأدوات للتغلب على التحديات في القرن ٢١
- كيف تصبح مدير أكثر إنتاجية.
- تطوير مهارات الاتصال الفعال
- معرفة أساليب الإدارة المختلفة وكيفية التعامل معها.
- معرفة أهمية الإنتاجية وتقييم الأداء
- كيف تصبح أفضل مدير في القرن ٢١

الحضور

- الإدارة العليا
- الإدارة الوسطى