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بروجاكس للتدريب والتطوير  
Projacs Training and Development

# Leaders Performance Optimizations – Good To Great To Awesome

تفعيل الاداء الامثل للقادة والمدراء – برنامج تنفيذي

30 December 2019 – 03 January 2020

Kuala Lumpur / Malaysia

A Member of:



PROJACS ACADEMY



ProjacsAcademy.com



## Introduction

This Workshop offers an extensive training on Performance Focused Leadership and Measurement Metrics including Key performance Indicators to maximize organizational Effectiveness. It explains what makes a leader, the practices and commitments of effective leadership, how to shape organizational excellence, which global competencies are critical to success today and how to gain personal mastery of your own leadership including Interpersonal Skills, Communication, Business Ethics and Multi Culture to improve Performance and Profitability.

## Objectives

- Recognize the characteristics of high-performing leaders and workgroups
- Encourage an environment that drives high performance
- Effectively drive and manage change
- Apply the principles of respectful communication
- Collaborate to solve complex problems
- Create a plan to eradicate the barriers to high performance in your business unit
- Partner with other workgroups to effect positive change in the company
- Surround yourself with people who have skills that complement your own
- Identify, replicate, and nurture high-performance behaviors and workgroups throughout the organization
- Develop a structured approach to preparing for and thinking more complexly about negotiations and everyday influence situations
- Develop a framework for avoiding individual decision traps and improving team decisions
- Lead more effectively and drive strategic direction by leveraging your strengths.

## Who Should Attend?

- Top Management
  - Middle Management
- Newly appointed or experienced leaders who are expected to demonstrate core competencies, while being problem solvers, decision makers and results producers in a daily environment that features change, issues and ill - structured challenges. These leaders feel the need to equip themselves with techniques that can help achieve greater daily success. With limited resources and numerous exogenous variables affecting your ability to function at peak performance levels, you will benefit from the best leadership practices and performance leadership techniques that promote innovation, interdependence and proactive thinking.

## Course Outline

### Day One

- Organizations and Performance
- Effectiveness of the New Organization Structure
- Performance Focused Leadership
- The Nature of Managerial Work
- Effective Leadership
- Leadership Dimensions
- Change Management
- Productive Performance
- Delegation and Empowerment

### Day Two

- Strategic Management Process
- Environmental Scanning
- Strategic Thinking and Planning
- Tools and Techniques for New Strategy Formulation
- Leadership and Followers
- Effective Communication
- Leadership in Teams
- Leadership in Decision Groups
- Leadership Styles
- Charismatic Leadership

### Day Three

- Business Process
- Performance Metrics

- Key Performance Indicators
- Quantitative Indicators
- Practical Indicators
- Directional Indicators
- Actionable Indicators
- Financial Indicators

### Day Four

- Kaizen Performance Leadership Techniques
- Leadership and Strategy
- Total Quality Management
- Supply Chain Management
- New Strategy Formulation
- Strategy Implementation
- Strategy Evaluation and Control
- Proactive Leadership

### Day Five

- Knowledge Management and KPIs
- Emotional Intelligence
- Critical Thinking
- Multi Culture
- Diversity
- Globalization
- The Habits of Highly Effective Leaders

### 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

يقدم هذا البرنامج تدريباً مكثفاً على أداء القيادة المركزة و بما في ذلك مؤشرات الأداء الرئيسية لتحقيق أقصى قدر من الفعالية التنظيمية. وهذا ما يفسر ما يجعلك زعيماً ، و ممارسات والتزامات القيادة الفعالة ، وكيفية صياغة التميز المؤسسي ، و كيفية الحصول على إتقان الشخصية القيادية الخاصة بك بما في ذلك المهارات الشخصية ، الاتصالات ، أخلاقيات الأعمال لتحسين الأداء و الربحية .

## الاهداف

- التعرف على خصائص قادة عالية الأداء و مجموعات العمل
- إدارة التغيير
- تطبيق مبادئ التواصل والاحترام
- التعاون من أجل حل المشاكل المعقدة
- وضع خطة للقضاء على الحواجز على ارتفاع الأداء في وحدة عملك
- الشراكة مع مجموعات العمل الأخرى لإحداث التغيير الإيجابي في الشركة
- أحط نفسك مع الناس الذين لديهم المهارات التي تكمل بنفسك
- تحديد و تكرار ، وتعزيز السلوكيات عالية الأداء ومجموعات العمل في جميع أنحاء المنظمة
- وضع نهج منظم لإعداد و التفكير حول المفاوضات الأكثر التعقيد والأوضاع اليومية
- وضع إطار لتجنب الفخاخ للوقوع فيقرار فردي وتحسين قرارات الفريق

## الحضور

- الإدارة العليا
- الإدارة الوسطى
- المعينين حديثاً أو القادة ذوي الخبرة الذين من المتوقع أن تثبت الكفاءات الأساسية لديهم خلال البرنامج