

Winning with People at Work

Length: One Day

Summary: You will build effective work groups and win with people at work. This course is intended for managers, supervisors, team members, and team leaders in any type of company.

Many people focus on other talents and abilities first- such as polishing their communication or leadership skills or taking courses to expand their base of knowledge- but they forget that good relationships are the foundation for achievement.

Winning with People will provide you with the tools you need to immediately improve your existing relationships as well as cultivate strong, exciting, and new ones. Using a unique blend of interesting facts, statistics, humor, real-life examples, and questions for discussion, *Winning with People* will show you how:

The Skills You Use + The Relationships You Choose = SUCCESS.

What you'll learn:

- ✓ Better ways to prepare for relationships.
- ✓ How to examine ourselves.
- ✓ How to connect with others by focusing on them.
- ✓ How to put ourselves in other people's place.
- ✓ Ways to build mutual trust.
- ✓ How to make an investment in other people.
- ✓ Better ways to create synergistic, win-win relationships.
- ✓ How to increase your odds of winning with others.

The Benefits:

FOR THE INDIVIDUAL:

- Able to inspire and motivate others.
- Greater success and achievement.
- More confidence and self-belief.
- Greater energy and enthusiasm.
- Improved ability to cope under pressure.
- Creating stronger, more rewarding business relationships.
- Coping more effectively with ever increasing workloads.

FOR YOUR ORGANIZATION:

- Improved employee motivation and retention.
- Partnerships and alliances where both parties go out of their way to support each other.
- Increased returns for shareholders and investors.
- A can do, blame free culture.
- Greater cooperation between teams – less of a silo mentality.
- Greater enthusiasm and acceptance of change.

Performance-Based Objectives

Upon successful completion of this course, students will be able to:

- Learn some crucial skills to build an effective work group.
 - Learn some guidelines to build a good team.
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Course Content

Lesson 1: Mastering Concepts for

Getting Results

- Adopt the Expect/Inspect Approach
- Plan Effectively
- Develop a Work Management System
- Inspiring and Motivating others

Lesson 2: Building a Winning Team

- Basic Team Management Concepts
 - Do the Right Things As a New Manager
 - Develop Positive Human Relations
 - Recognize and Celebrate Achievements
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