



Effective People Skills

Achieving Superior Interpersonal Effectiveness

► Upcoming Sessions

23-27 Sep 2024	Kuala Lumpur - Malaysia	\$5,950
25-29 Nov 2024	Paris - France	\$5,950
10-14 Feb 2025	Houston - USA	\$6,950
19-23 May 2025	Dubai - UAE	\$5,950
16-20 Jun 2025	Rome - Italy	\$5,950
22-26 Sep 2025	Dubai - UAE	\$5,950
24-28 Nov 2025	Paris - France	\$5,950

► Training Details

Training Course Overview

Welcome to this transformative Anderson training course in personal development! Harvard University emphasizes that 85% of our satisfaction and joy stems from our ability to build meaningful relationships with others, with only 15% attributed to achievements and positions. The latest research from Fortune 500 Companies echoes this sentiment, underscoring the critical importance of interpersonal skills in achieving success.

This impactful training course focuses on cultivating self-confidence, enhancing relationship-building with key stakeholders, and refining communication skills to accelerate career growth. In today's professional landscape, personal success hinges more than ever on interpersonal effectiveness—collaborating effectively with others to achieve goals. Effective People Skills equips you with a robust toolkit of methods and strategies to harness the full benefits of interpersonal excellence.

Training Course Objectives

By attending this Anderson training course, delegates will be able to know:

- How to use dynamic interpersonal relationship skills
- How to self-coach yourself, and release your incredible potential
- How to understand why your self-image affects everything you do
- How to motivate yourself and build a positive team
- How to develop a powerful, proactive action plan, for your life

Designed For

This powerful, people developing Anderson training course is a career builder, for all current leaders, and those being groomed for future leadership positions. This training course is suitable to a wide range of professionals but will greatly benefit:

- ▶ Professionals who would like to improve their self-management and personal effectiveness
- ▶ Managers / leaders who would like to improve their interpersonal relationships, communications and people building skills
- ▶ Individuals who want to develop and sharpen, their personal communication skills

▶ Training Details

Day One: The Core Interpersonal Skill

- ▶ Person-to-Person communication
- ▶ Barriers to effective communication
- ▶ Non-verbal communication
- ▶ The Active listening models
- ▶ Styles of communication
- ▶ Preparing and delivering great presentations

Day Two: Building Winning Working Relationships

- ▶ The TRUST Factor
- ▶ Avoiding the collusion phenomenon
- ▶ A Change of Heart
- ▶ Interpersonal Dialogue: Core Principles
- ▶ Understand the definition and meaning of interpersonal
- ▶ Harnessing harmful behavior

Day Three: Understanding Groups and Team Dynamics

- ▶ High performing teams vs. traditional work group
- ▶ The three elements of high-performance teams
- ▶ Understanding the types of teams
- ▶ The stages of team development
- ▶ Team member styles
- ▶ Capitalizing on the team player styles within your team

Day Four: Teamwork and Collaboration

- ▶ Giving and receiving effective feedback
- ▶ Dealing with conflict Constructively
- ▶ Symptoms of conflict situations
- ▶ Getting to win-win
- ▶ Understanding team player styles
- ▶ Fostering and encouraging team creativity

Day Five: Increasing Personal Productivity

- ▶ Growing your personal power
- ▶ Achieving emotional excellence inner mastery
- ▶ Our time and your life
- ▶ Growing personal productivity
- ▶ Direction through personal Integrity
- ▶ Designing a strategic plan for your life and career

▶ The Certificate

Anderson Certificate of Completion will be provided to delegates who attend and complete the course

▶ INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

Call us: +971 4 365 8363

Email: info@anderson.ae

Request for a Tailor-made training and educational experience for your organization now:

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