



Innovation & Productivity in the Workplace

Personal Skills for Professional Excellence

► Upcoming Sessions

03-07 Feb 2025	Online	\$3,950
----------------	--------	---------

► Training Details

Online Training Course Overview

Professionals will cultivate highly effective relationships to facilitate successful interactions with colleagues, fostering dynamic innovation and productivity essential for today's global market. This Anderson training course is designed for ambitious professionals seeking to align strategies with personal growth commitments, aiming to become the exceptional high performers that organizations value for employment, retention, and advancement. The course focuses on enhancing personal productivity, bolstering professional reputation, and applying innovative work practices. Participants will uncover their strengths and unlock their full potential for managerial leadership.

Online Training Course Objectives

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

- Recognise individual personality traits & apply strategies for success
- Appreciate the components of conflict & apply interpersonal strategies that will generate productive outcomes
- Apply basic tools and templates which install basic project management practice skills
- Appraise current team performance & diagnose action to generate improvement
- Appreciate the value that initiative has in the leadership role & synthesize ideas to construct an agenda for future personal leadership development

Designed For

This Anderson online training course is suitable for middle and senior managers who have responsibility for divisional or organizational success, as well as consultants and professionals who support them. For example:

- Professionals at all levels seeking to improve their personal skills
- Professionals wishing to enhance their reputation and credibility
- Professionals seeking a 'refresher' course to enhance their relationship skills
- Employees identified as 'high potential' or 'fast track' management candidates
- Employees seeking supervisory or managerial positions

Online Training Course Outline

Amongst a wide range of valuable topics, the following will be prioritised:

- Create an agenda to take full responsibility for your life and your success
- Create value to the organisation through increased personal productivity
- Develop innovative and productive teams
- Build momentum for greater success
- Generate greater innovation through empowering others

- ▶ Manage conflict constructively
- ▶ Fostering a collaborative culture
- ▶ Build a personalised blueprint to enhance your professional reputation
- ▶ Be proactive to lead
- ▶ Take and initiate action

▶ Preview

10:30 - 11:00	:	Welcome, Setup, Registration
11:00 - 12:30	:	First Session
12:30 - 12:45	:	Break (15 minutes)
12:45 - 14:15	:	Second Session
14:15 - 14:30	:	Break (15 minutes)
14:30 - 16:00	:	Third Session

▶ The Certificate

An Anderson e-Certificate will be provided to delegates who attend and complete the online training 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:

Email: inhouse@anderson.ae

Anderson
Executive Development Centre

P.O Box 74589, Dubai, United Arab Emirates

Web: www.anderson.ae

Email: info@anderson.ae

Phone: +971 4 365 8363

Fax: +971 4 360 4759

©2024. Material published by Anderson
shown here is copyrighted.

All rights reserved. Any unauthorized copying, distribution, use, dissemination, downloading, storing (in any medium), transmission, reproduction or reliance in whole or any part of this course outline is prohibited and will constitute an infringement of copyright.