



## Innovation & Productivity in the Workplace

Strategy Formulation, Implementation, and Creativity

### ► Upcoming Sessions

27-31 May 2024	Dubai - UAE	\$5,950
15-19 Jul 2024	Rome - Italy	\$5,950
30 Sep-04 Oct 2024	Kuala Lumpur - Malaysia	\$5,950
21-25 Oct 2024	London - UK	\$5,950
02-06 Dec 2024	Paris - France	\$5,950
17-21 Feb 2025	Houston - USA	\$6,950
26-30 May 2025	Dubai - UAE	\$5,950

### ► Training Details

#### Training Course Overview

Professionals will build highly productive relationships that enable successful interactions with other colleagues thus creating dynamic innovation and productivity necessary for today's global market. You will develop strategies that are aligned with your commitment to personal improvement and will enable you to become the rare high performer that organisations seek to employ, retain, and promote. Aimed at the driven professional, this Anderson training course builds an agenda to improve your personal productivity, enhance your professional reputation and enable you to apply innovative work practices. In this training course, you will realise your strengths and fulfil your true managerial leadership potential.

#### Training Course Objectives

**By attending this Anderson 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 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

## ▶ Training Details

### Day One: The Power of Self

- ▶ Building the positive self-image
- ▶ Establishing empowering beliefs
- ▶ NLP and the power of optimism to create the future you deserve
- ▶ The power of proactivity: the first competence on the road to excellence
- ▶ Psychological profiling : the science of personality and performance
- ▶ Professional competence: the added value you bring to the organisation

### Day Two: Creating Organisational Value

- ▶ Prioritization and time management: focusing on the critical objectives
- ▶ Taking control: essential tips for personal productivity
- ▶ Transformational objectives: From SMART performance to SMARTER performance
- ▶ Leading productive meetings work: managing appreciating and utilizing diversity
- ▶ Leading meetings with creative flair: thinking differently for new answers
- ▶ Project management overview and fundamentals: first steps

### Day Three: Adding Value through Relationship Awareness

- ▶ Micro political conflict in organisations: the transactional analysis perspective
- ▶ Personality traits, behaviours and conflict management
- ▶ Relationship Awareness Theory: managing my personal response to conflict
- ▶ Managing without confrontation: assertive communications
- ▶ Preparing for effective negotiating: influence and the characteristics of world class negotiators
- ▶ Generating Productive Outcomes: the Agreement Box model of 'win- win'

### Day Four: Harnessing Diversity and Creativity in the Team

- ▶ Valuing diversity: working with global, culturally diverse teams
- ▶ The value proposition afforded by High Performing Teams
- ▶ Avoiding dysfunctional performance
- ▶ Grounded theory: needs analysis evaluation of current performance
- ▶ Harnessing diversity for productive outcomes
- ▶ Aligning purpose, productivity and profitability

### Day Five: Leading with Initiative: Being Proactive

- ▶ Being proactive and capitalizing on opportunity
- ▶ Leading from where you are in the organisation: building credibility
- ▶ Emotional Intelligence and outcomes
- ▶ Leadership styles and organisational climate
- ▶ Building Trust: the 4 C model to engage and empower others
- ▶ Course review and commitment statement

## ▶ The Certificate

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

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

Call us: +971 4 365 8363

Email: [info@anderson.ae](mailto:info@anderson.ae)

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

Email: [inhouse@anderson.ae](mailto:inhouse@anderson.ae)

**Anderson**  
Executive Development Centre

P.O Box 74589, Dubai, United Arab Emirates

**Web:** [www.anderson.ae](http://www.anderson.ae)

**Email:** [info@anderson.ae](mailto: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.