



## Innovation & Productivity in the Workplace

### Personal Skills for Professional Excellence

#### ► Upcoming Sessions

03-07 Feb 2025	Online	\$3,950
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#### ► Training Details

##### Online 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 online 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.

##### 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
<b>11:00 - 12:30</b>	:	<b>First Session</b>
12:30 - 12:45	:	Break (15 minutes)
<b>12:45 - 14:15</b>	:	<b>Second Session</b>
14:15 - 14:30	:	Break (15 minutes)
<b>14:30 - 16:00</b>	:	<b>Third Session</b>

## ▶ 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](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)

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