



## Focus Management

### ► Upcoming Sessions

|                |             |         |
|----------------|-------------|---------|
| 01-05 Jul 2024 | London - UK | \$5,950 |
| 21-25 Oct 2024 | Dubai - UAE | \$5,950 |
| 02-06 Dec 2024 | London - UK | \$5,950 |

### ► Training Details

#### Training Course Overview

This Focus Management training course is designed for leaders, future leaders, and operational teams aiming to develop themselves and their various skills for more career and professional elevation, by providing them with tools and methods that help them master the skills of increasing focus and integrated empowerment, and thus, more creativity and remarkable improvement, and also maximizing personal and professional productivity.

This Anderson training course offers you the opportunity to explore your profound-self and deepen the thought of focus in a smooth way, and then unleash more energies for excellence and professional development, especially with the various challenges and accelerated technological progress. This training course is the new and upgraded version of time management courses, during which focus and its practical applications will be stimulated in creative ways, as it will furnish the delegates with unprecedented methods of task leadership, inspiration, and creativity to achieve more personal and institutional visions and goals.

#### This training course will feature:

- How to find new methods and applications to enhance mental focus.
- Recognizing and then addressing habits and practices that limit focus and reduce productivity
- How to master deep focus for more creativity, mastery and success
- How to invest in empowerment skills to enhance career advancement and productivity
- How to prepare for a more focused life, and thus more positive control of the development of business

#### Training Course Objectives

#### By the end of this Anderson training course, participants will be able to:

- Mastering focus skills in a distinct manner
- Choose and apply the best methods for leading your life and daily tasks
- Practice professional work and other things in new unconventional ways
- Master the skills of time management, and other related daily practices
- Have greater and smoother abilities to deal with daily challenges and distractions
- Grasp the ability to filter ideas for more focus, creativity and productivity
- Control and self-leadership in smooth and highly distinguished ways

#### Designed For

**This Anderson training course is suitable to wide range of professionals, but will greatly benefit:**

- ▶ Leaders in senior management
- ▶ Team Leaders
- ▶ Future Leaders
- ▶ Consultants and analysts
- ▶ Persons whom responsible for the growth of the organization through new ideas, methods and applications
- ▶ Persons who are interested in self-development and career advancement

## **Learning Methods**

This training course will utilize a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented. This includes a combination of presentations, group exercises, videos and class discussions in order to examine in an in-depth fashion all the elements of the course content. The emphasis will be on creating an in-depth appreciation and understanding of the art of management. Activities, hands-on interactions, group participation, videos, role-playing and case studies are used to highlight concepts taught and allow participants to practice the material.

## **▶ Training Details**

### **Day One: Concentration is One of the Modern Era Important Skills**

- ▶ Introduction to Focus Management
- ▶ The importance of managing focus in modern leadership
- ▶ Getting rid of the concept of multitasking is the secret to mastering focus
- ▶ Deep focus creates mastery and success
- ▶ Manage daily distractions to improve job performance
- ▶ Mastering daily focus through pre-advance planning

### **Day Two: Leading Professional Habits with Empowerment**

- ▶ Focus and master the daily habits
- ▶ Empowerment to enhance creativity and productivity
- ▶ Empowerment comes from mastering the usual work
- ▶ The role of empowerment to work with the highest possible focus
- ▶ Empowerment for higher job satisfaction, commitment and performance
- ▶ Empowerment for more appreciation and motivation

### **Day Three: Control & Mental Focus**

- ▶ Professional investing in skills, not consuming them
- ▶ Social media diet
- ▶ Focus on matters of high importance
- ▶ Abundance of focus and its relationship to creativity
- ▶ Filtering thoughts for more focus
- ▶ Practical cases to enhance mental focus

### **Day Four: Maximum Levels of Focus**

- ▶ Mastering Suffering-Free Focus
- ▶ Proactive eating habits in the workplace
- ▶ Mental charging to the maximum possible productivity
- ▶ Mastering continuous and focused creative thinking
- ▶ Focus and the path to success
- ▶ The charm of isolation and outstanding professional performance

### **Day Five: Power of Focus Leads to more Creativity & Productivity**

- ▶ Mastery of focus contributes to the creation of innovators
- ▶ Passion is not enough
- ▶ Entering a state of profound focus at the workplace

- ▶ Depth of daily work is essential to creative success
- ▶ There is always time for different tasks
- ▶ Charging the creativity
- ▶ Readiness for a more focused life - practical cases

## ▶ 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

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

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