

Administrative Areas of Excellence & Creativity Skills

MB100

Course Overview:

Motivation is the key to any successful people management role. This course is designed to help managers develop their motivational techniques, by understanding what is required, what works and then implementing a personal action plan.

Course Objective:

- -Understand why people work
- -Understand the theories behind motivation
- -How to apply good motivational techniques
- -How to motivate oneself
- -Understand the leader's role in motivating people
- -Develop goals and plans
- -Demonstrate his attitudes and leadership skills

Course Outline:

- 1. Introduction
- 2. The Morale Building Process
- 3. Achieving Your Goals
- 4. Gaining A Positive Perspective
- 5. Creating The Power To Change
- 6. Building Self-Esteem
- 7. Reinforcing Desired Performance
- 8. Moving From Weakness To Strength
- 9. Stop Procrastination
- 10. Attitude

Who Should Attend:

All employees, Executives, managers at all levels, project managers, team leaders and supervisors who want to increase their effectiveness

Page: 1 | 1

Training Language: EN / AR

Training Methodology:

- -Presentation & Slides
- -Audio Visual Aids
- -Interactive Discussion
- Participatory Exercise
- -Action Learning
- -Class Activities
- -Case Studies
- -Workshops
- -Simulation

www.actksa.com

Venue | Date | Fees

Khobar | 31-12-2023 | 10,350 SAR ONLINE | 31-12-2023 | 7,475 SAR