

rogenSi Management Series

Managing My Personal Effectiveness.



Outcomes.

- An understanding of the concept of emotional intelligence and its importance in the business context
- An increased awareness of 'self' and the impact you have on others, thereby, enabling you to consciously manage yourself and your desired outcomes
- An ability to communicate more effectively with others in the business
- Better able to manage your time to address your priorities.

Duration.

1 day for 10-12 participants.

Who should attend.

A manager who has recently been promoted to a managerial role or a manager who has been in a managerial role for some time without significant formal management development training.

How to register.

To make a booking simply go to www.rogenSi.com and click on the Business Learning Centre tab, then choose your program and location.

For more information.

Call: 1800 797 447
Email: blc.australia@rogenSi.com
www.rogenSi.com

Overview.

Managing My Personal Effectiveness.

This program will increase your effectiveness as a manager through your understanding of the concept of emotional intelligence. The increased awareness of self and your impact on others will be valuable as you drive your business agendas. We will also investigate how you can manage your time more effectively.

Challenges addressed in this Program.

- Understanding how to manage self
- Managing the impact we have on others
- Understanding how to communicate effectively
- Managing your time

Key components of this Program.

- Exploring the Leader / Manager continuum
- Understanding the external / internal Interference to maximizing performance
- Emotional Intelligence: Introduction and discussion of EQ model
- Investigate the impact of resourceful and unresourceful states
- Discover how to manage one's state
- Frameworks to manage time
- Prioritising tasks
- Communication Styles to increase effectiveness
- Application Exercises