

Utilize strong points of subordinates toward generating results

Better instructing subordinate



★ Instruction ability for developing collaborative relation with subordinates

- ♦ Understand team leaders are evaluated by team's result
- ♦ Adopt appropriate leadership style to utilize strength of subordinates
- ♦ Deliver detailed, specific and clear instruction logically by analyzing work

Feature of WS

- ♦ Experienced Vietnamese Trainer will conduct the course with many practices
- ♦ The training result report containing test and practice result will be sent to participating company after the course

□ Overview of the course

July 09th (Thu)July 10th (Fri)

1. Importance of instructing subordinate

Lecture: Subordinates' result is leader's result**Practice:** Recognize issues in instructing subordinates

4. Job instruction

Lecture: Clarify purpose, step and contents when conducting instruction**Practice:** Role playing giving instruction

2. Leadership from subordinate's view point

Lecture: Adopt leadership style after knowing subordinates**Practice:** Practice leading subordinates

5. Standardizing & visualizing instruction

Lecture: Standardize, visualize instruction to maintain higher quality of instruction**Practice:** Define points for standardization

3. Defining instruction contents

Lecture: Analyzing work to clarify steps, contents and key points of the work**Practice:** Analyzing work

6. Conflict management

Lecture: Not be afraid of conflict by understanding method of managing conflict**Practice:** Role playing conflict management

□ Workshop information

Lecturer

Vietnamese professional (in Vietnamese)

Date & Time

09th & 10th, July, 2015, AM 08:30 ~ PM 05:00

Fee

3,700,000VND/pax (include lunch, excluded from VAT)
(Every 3 registrations from a company, 1 person among 3 will be invited for free)

Venue

3 star hotel in Ho Chi Minh city (announced after registration)

Please contact us now!

International Management Training & Consulting**Register****Address:** Room 102, 1st floor, New Port Building, 400/3 Ung Van Khiem, Binh Thanh, HCMC**Contact:** Tel) 08.3512.5740, Fax) 08.3512.9740, Email) info@imtc.vn

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