

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

Day 1 (HN: 18th Aug, HCM: 25th Aug)

1. Importance of instructing subordinate

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

2. Leadership from subordinate's view point

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

3. Defining instruction contents

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

Day 2 (HN: 19th Aug, HCM: 26th Aug)

4. Job instruction

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

5. Conflict management

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

6. Standardizing & visualizing instruction

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

□ Workshop information

Lecturer

Vietnamese professional (in Vietnamese)

Date & Time

Ha Noi: 18th & 19th, August, 2016, AM 08:30 ~ PM 05:00Ho Chi Minh: 25th & 26th, August, 2016, AM 08:30 ~ PM 05:00

Fee

4,000,000VND/pax (include lunch, not include VAT)

(Every 3 registrations from a company, 1 person among 3 will be invited for free)

Venue

3 star hotel (announced after registration)

Please contact us now!

International Management Training & Consulting

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