

Improve instruction from just requesting to sub to develop sub from sub's view

Strengthen instruction ability

★ 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 (HCM: 12th Dec, HN: 19th Dec)

Day 2 (HCM: 13th Dec, HN: 20th Dec)

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

Ho Chi Minh : 12th & 13th, Dec, 2024, AM 08:30 ~ PM 05:00

Ha Noi : 19th & 20th, Dec, 2024, AM 08:30 ~ PM 05:00

Fee

Offline: 5,100,000VND/pax (include lunch, not include 8%VAT)

Online: 4,700,000VND/pax (not include 8%VAT)

Way of holding WS

Will be informed about 1 week before the WS date (Offline or Online)

Please contact us now!

International Management Training & Consulting

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