

Instruct NOT by forcing sub to follow but, develop sub by overcoming weakness

Strengthen instruction ability



★ Developing Instruction ability for developing subordinates

- ♦ Understand team leaders are evaluated by team's result
- ♦ Adopt appropriate leadership style to utilize strength of subordinates
- ♦ Analyze sub's mistake to provide instruction with specific action to be taken by sub

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: 11th August, HN: 25th August)

1. Importance of instructing subordinate

Lecture: Subordinates' result is leader's result

Practice: Recognize issues in instructing subordinates

2. Leadership from subordinate's viewpoint

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 (HCM: 12th August, HN: 26th August)

4. Job instruction

Lecture: Clarify purpose, step and contents when conducting instruction

Practice: Role playing giving instruction

5. Standardizing & visualizing instruction

Lecture: Standardize, visualize instruction to maintain higher quality of instruction

Practice: Define points for standardization

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: 11th & 12th, August, 2026, AM 08:30 ~ PM 05:00
Ha Noi: 25th & 26th, August, 2026, AM 08:30 ~ PM 05:00

Fee

Offline: 5,400,000VND/pax (include lunch, not include 8%VAT)
Online: 5,000,000VND/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

Contact: HN: Tel) 024.6291.1900, Mail) imtc_hanoi@imtc.vn, HCMC: Tel) 028.3551.1900, Mail) imtc_hcmc@imtc.vn
Kenji Hachiya: Tel) 093.424.8018, Mail) hachiya@imtc.vn, Website) imtc.vn

Address: Hanoi: Room 302, 3rd Floor, No.3, Alley 115 Nguyen Khang, Yen Hoa Ward.