

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

June 18th (Thur)June 19th (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

18th & 19th, June, 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 Hanoi city (announced after registration)

Please contact us now!

International Management Training & Consulting

Address: Room 609, 6th Floor, Eurowindow building, #27 Tran Duy Hung, Cau Giay, Hanoi**Contact:** Tel) 04.3222.2171, Fax) 04.3222.2172, Email) info@imtc.vn

Do Van Thuong (V, E: 0919 443 773), Phan Thi Hoa (V, E : 0125 640 4882)

Register