

## **Sample Workshop Outline - Managing @ The Velocity of Change**

Practical tools to achieve success professionally, personally and in your business.

Have you considered the following lately:

- What were your original reasons for joining your profession or career?
- Have you stayed on track or have you lost your direction?
- Do you know where you want to go?
- Do you set any goals for your professional, personal or business development?
- Have you shared them with your team?
- Do you know whether your team's development goals are?
- Have you a way of tracking your performance in business & professional development
- Do you have marketing plans for yourself and your business?
- Do you have a way of tracking the effectiveness of your internal & external marketing?
- Have you thought about how to get your clients, your team and your family behind your plans?
- Are you enjoying what you are doing?

### **What you will get out of this 2-day practical seminar ?**

- A current assessment of where you are in your professional, personal & business development and where you wish to go
- A formula of how to plan for your success
- A tangible Action Plan of what you want to achieve in the coming year
- How to set goals for your professional, personal or business development
- How to manage your time and your energy
- How to persuade & influence with integrity to get your team & clients & family behind what you really want
- How to present ideas (business plans, business vision, personal goals) to clients, team & family
- How to negotiate to get a win-win for all concerned
- How to handle difficult people
- How to coach your patients and team to achieve what they want
- How to nurture and develop your leadership intelligence – be the inspirational player in your business
- How to market effectively with measurable indicators of your success



## Day One

### ***What does success mean to you, personally, professionally and in business***

The word success has a unique meaning for all of us, however this meaning is sometimes vague, making it difficult to measure. We will discover not only what you think success means to you, but your main driving forces and define your true meaning of success, personally, professionally and in business.

### ***How to plan and set goals to achieve success***

Without clear goals and objectives it is easy to slip into a rut, both in our personal lives and business. We will show you how to plan for a bigger picture outcome, set achievable goals and how to build these into your daily life, getting you the results you deserve. You will complete the seminar with a tangible plan custom-made to achieve your desired outcomes.

### ***Investment Strategies***

A successful career or business can give you a positive lifestyle and fulfilling work. However with a properly structured investment portfolio you can leverage your business to create true financial freedom many years before retirement. We will discuss some of these strategies and how to get the best advice.

### ***The Life Edit Pattern***

The Life Edit Pattern can reverse phobia's and negative patterns almost instantly. You will learn how NLP can get results in a heartbeat and how to apply these techniques.



## Day Two

### ***Influence and persuasion skills***

Building and maintaining relationships more effectively with colleagues, peers, team members and clients to achieve success seems such a cliché. Yet it is one of the most basic skills that we take for granted. We will show you how to present and deliver information so it is more understandable and clear – so people actually take your perspective, hear what you are really saying and are more influential in the process.

### ***How to handle difficult people***

Handling difficult people can be one of the most stressful parts of relating to people at work, not only for you but your team. We will give you practical strategies how to handle the most difficult situations and how to turn the situations into positive results.

### ***Marketing matters for yourself, your career and your business***

Marketing for professionals is becoming essential, not only to create a profitable business consultancy but also to position your self on your career path within an organization or industry. Branding your personal image is a useful tool to provide the life you are looking for. In this session we will look at external marketing, internal marketing and the importance of building a Brand.

### ***From owner to coach***

The road to success is littered with the failures of people who tried to go it alone. If you have your team, your clients, your profession/industry and your family behind you the journey is so much more enjoyable and easy. We will give you the tools to uncover the 'real' needs and wants of your clients and get the whole team behind you.

