

Planning and Organization Excellence

Participants: Leaders – Managers – Supervisors – Project / Quality / Process Leads & Team Members

Methodology: Interactive Facilitation, Participatory Video-Case-Based Brainstorming, Team & Group Report Out Discussion

Workshop Content Coverage – Outline Of Topics [1 to 2 Days]: [Schedule: 9:15-10:45AM / 11-1PM / 1:45-3:15PM / 3:30-5:30PM]

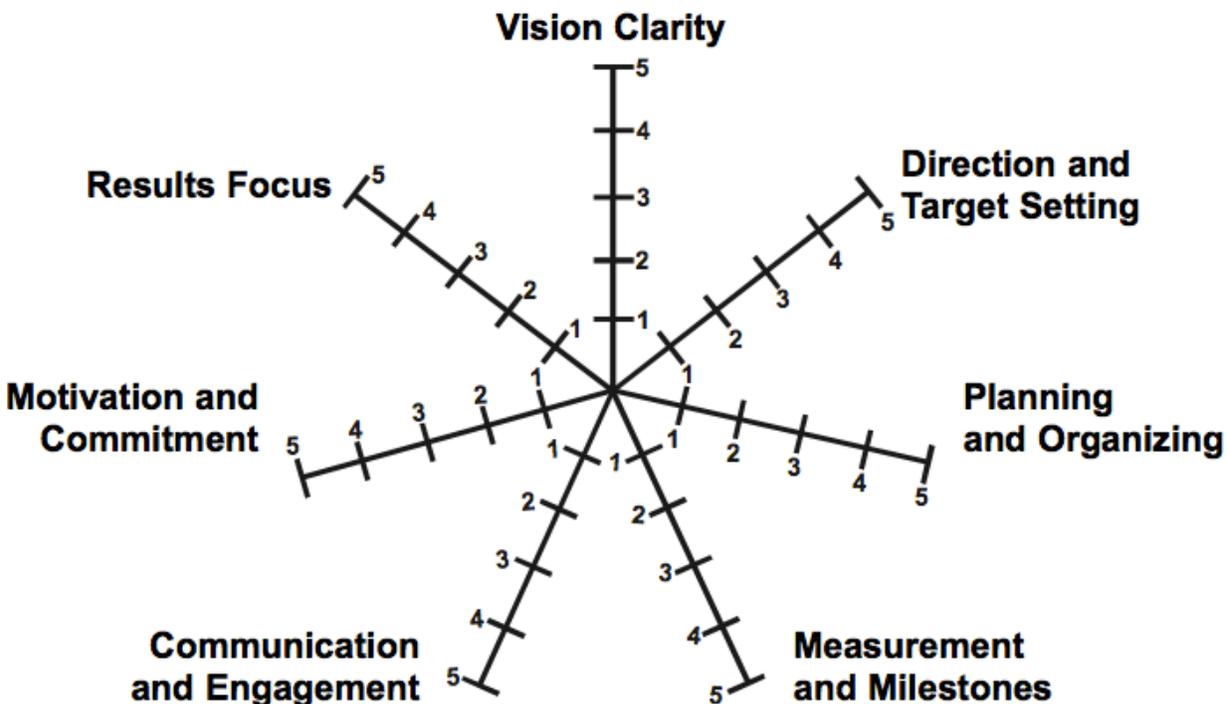
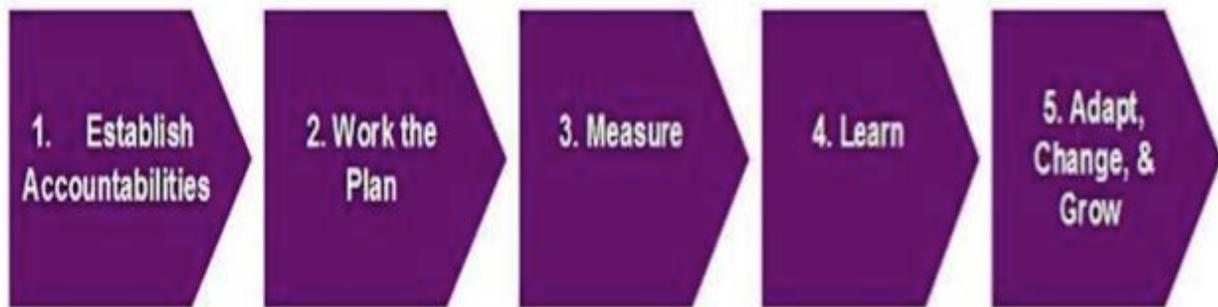
Workshop– Learning Objectives:



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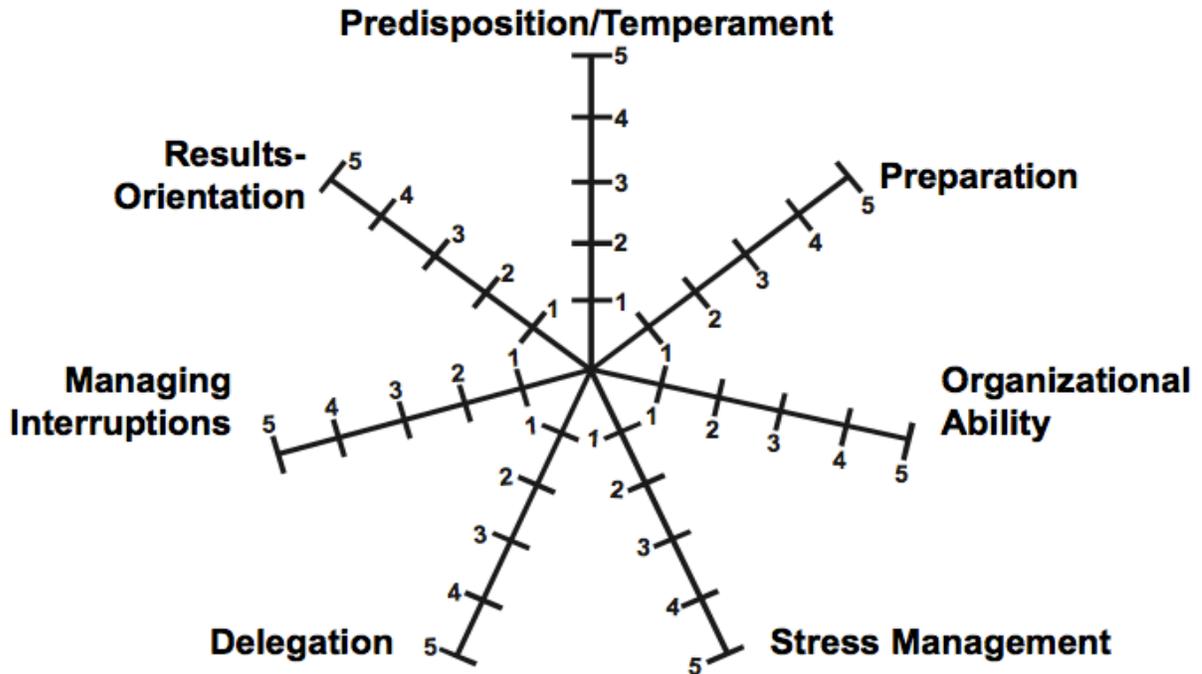
Workshop Outline:

1. SMART `EGO` – Expectations, Goals & Objectives Setting – PDCA [Plan – Do – Check – Act / Adjust] – 2 to 4 Hours



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2. Plan, Prioritize & Practice Time Management –Organize & Have Change Orientation For End Results! – 2 to 4 Hours



3. Put Business First, Baseline & Benchmark Internal & External Standards & Adjust to Reality! Brainstorm to Close & Resolve Issues / Problems / Concerns / Challenges; Implement with Technical Expertise! – 2 to 4 Hours

- PREVENTING AND SOLVING PROBLEMS
- Diagnostic Information Gathering
- Analytical Thinking
- Forward Thinking
- Conceptual Thinking
- Strategic Thinking
- Technical Expertise

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4. Promote Sense Of Urgency, Prioritize, Convert Intent Into Action, Engage, Explore & Evolve! Achieve Impactful Output, Outcome & Results!– 2 to 4 Hours



Other Details:

- Payment to be made within 15 days from the date of the invoice.
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