Macrosoft

Vzdelávanie s trvalým efektom

DOCUMENT

Course syllabus

CATEGORY

Management courses

TRAINING FORMAT

In Bratislava or online with a lecturer

PRICE EXCL. VAT

360,00 €

PRICE INCL. VAT

442,80 €

including 23 % VAT

Macrosoft školiace centrum
Aktuálne informácie na Macrosoft.sk

PDF SYLLABUS

Leadership I. - Development of Leader Skills

Clear overview of course topics, training scope and key information.

The Leadership I. - Development of Leader Skills course is intended for managers and leaders at all levels of management. Its aim is to acquire techniques and tools that a leader applies in practice. It will teach you to influence not only work results but also employees, maintain a non-instructive way of leading people, a non-evaluative neutral attitude and emotional balance when solving work problems, set achievable goals, motivate, support and delegate.

COURSE CONTENT

01 **Definition and Characteristics of Leading People**

leading people, role of the manager as a leader

02 **Leadership Styles**

situational leadership of people, mapping strengths and weaknesses, personality traits of management staff

03 **Modern Leadership Theories**

04 **Leader Communication**

forms of active listening, attitudes in communication

05 **Relationship Dynamics**

directive and non-directive attitudes

06 **Motivation and Values**

internal and external motivation

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07 **Self-management**

set of attitudes, approaches, knowledge, skills and abilities for achieving goals

08 **GROW Model**

coaching techniques for achieving goals

09 **Leading People and Team Support**

leader decision-making and leadership measures leading to effective results in a team

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This document serves as an informational overview of the course syllabus. Current dates, venue and availability are listed at Macrosoft.sk.

https://www.macrosoft.sk/en/courses/leadership-i-development-of-leader-skills