

“Managing change” Training program

(English Material)

Course length: 10 Hours @ 2 days

Objectives

Managing change will introduce several strategies for effectively implementing changes in the workplace & at home. You will learn how to make incremental changes to keep productivity at the highest level. and how to get your employees involved in this changes and get their commitment & their support to-warding this changes.

Course Outline:

- Understanding change
- Why change
- Recognizing sources of change
- Planning for change
- Focusing on goals
- Describe the 4 ways to introduce change
- Selecting essential changes
- What changes in your organization
- Communicating changes
- Changing culture
- Limiting resistance
- How does change beginning
- Circle of concern & circle of influence
- Monitoring progress
- Building on change