

50 IMPORTANT TACTICS FOR PERFORMANCE ENHANCEMENT

Training Content

The Objectives of this training is to make you aware of:

- ✓ Set your service standards
- ✓ Hire the right people
- ✓ Monitor performance
- ✓ Detect where the pitfalls are
- ✓ Think Iceberg
- ✓ Understand market expectations
- ✓ Revisit job design
- ✓ Make clear job descriptions
- ✓ Diagnose poor performance
- ✓ Take ownership of the problem
- ✓ Qualify and seek important information
- ✓ Kill competition
- ✓ Grab the right opportunity
- ✓ Discuss Possible Solutions
- ✓ Prioritize
- ✓ Continuously improve your process
- ✓ Change negative thinking patterns
- ✓ Develop a 'Can do' attitude
- ✓ Plan for enhanced performance
- ✓ Set interim milestones
- ✓ Establish team rules
- ✓ Abolish absenteeism
- ✓ Use Performance Appraisals
- ✓ Know their personal dreams
- ✓ Adopt Career Paths
- ✓ Avoid distractions
- ✓ Set your goals
- ✓ Improve Skills
- ✓ Encourage innovation
- ✓ Give them the right tools
- ✓ Empower your employees
- ✓ Delegate Effectively
- ✓ Know how to keep people motivated
- ✓ Add the fun factor
- ✓ Forget perfection
- ✓ Tune up the workplace
- ✓ Accept that mistakes will happen
- ✓ Cultivate a culture of continuous learning
- ✓ Practice what you preach
- ✓ Save and share lessons learned
- ✓ Retrain
- ✓ Reposition
- ✓ Refit
- ✓ Involve them in meetings
- ✓ Encourage communication
- ✓ Observe and react
- ✓ Provide meaningful feedback
- ✓ Release
- ✓ Learn to persevere
- ✓ Acknowledge contributions

Also included :
Instructor's Guide
with 5 Training
Activities
Plus Learner's Booklet!

TRAINER'S BOX®

www.trainersbox.net

For General & Technical Questions email us at:

helpdesk@trainersbox.net

