

**Training Title:**

**ORGANIZATIONAL LOYALTY**

**Training Duration:**

5 Days

**Training Venue and Dates**

REF ML019	Organizational Loyalty	5	11 -15 August, 2019	\$4,250	Dubai, UAE
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In any of the 5 star hotel. Exact venue will be informed soon.

**Training Fees**

- 4,250US\$ per participant for Public Training including Course Materials/Handouts, Tea/Coffee, Refreshments & International Buffet Lunch

**Training Certificate**

Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.

**TRAINING OVERVIEW**

**TRAINING INTRODUCTION**

Building Organizational Loyalty requires understanding on how to deal with employees. Employees become loyal to the organization when they feel they are respected and appreciated for what they do. How can a manager make his employees feel good about themselves? In this course, participants will learn skills that help them understand and apply skills and tools to make employees loyal to the organization. Participants will participate in Exercises, role-plays.

**TRAINING OBJECTIVES**

- Understand how to create work environment that support Loyalty
- Learn the different types of employees and how to deal with them in a positive manner.
- Motivating employees in a positive way
- Leading employees for loyalty
- Power point presentation will be presenting the main points with appropriate time for discussions. Exercises to provide practical experience and case studies to support different ideas will be supporting the learning. Participants will be encouraged to bring their own experiences and challenge the learned concepts and practices.

**TRAINING METHODOLOGY:**

A highly interactive combination of lectures and discussion sessions will be managed to maximize the amount and quality of information and knowledge transfer. The sessions will start by raising the most relevant questions, and motivate everybody find the right answers. You will also be

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encouraged to raise your own questions and to share in the development of the right answers using your own analysis and experiences. Tests of multiple-choice type will be made available on daily basis to examine the effectiveness of delivering the course.

All presentations are made in excellent colorful power point. Very useful Course Materials will be given.

- 30% Lectures
- 30% Workshops and work presentation
- 20% Group Work& Practical Exercises
- 20% Videos& General Discussions

### WHO SHOULD ATTEND?

The participants may be Supervisory level personnel , Managers / Sr. Managers who have the responsibilities of managing business and personnel.

### COURSE OUTLINE

#### Day 1

##### Creating work environment that support Loyalty

##### Common mistakes in dealing with employees

- What is work Environment
- Why it is important to create work environment to support Loyalty to the organization
- Who is responsible for work environment?

#### Day 2

- Creating Positive work Environment
- Disease that kills Loyalty
- Warning or developing?
- Dealing with The new employee and handling The probation period

#### Day 3 Dealing with Difficult People

- Why dealing with difficult people
- The effect of difficult people on Productivity
- The effect of difficult people on time
- The effect of difficult people on the Energy in the workplace

#### Day 4

- Understanding difficult people
- Types of difficult people
- Taking initiatives
- Handling difficult people
- Constructive confrontations
- The last resort

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- What can management do to eliminate or reduces negativess in the workplace
- Influences on Performance
- Motivation Cycle

**Day 5**

- Why it is difficult to fire employees
- Labor law and guiding employees
- The manager's responsibilities toward employees
- Developing or Firing?
- Tools for documenting tardiness

**NOTE:**

**Pre & Post Tests will be conducted**

**Case Studies, Group Exercises, Group Discussions, Last Day Review & Assessments will be carried out.**



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