

**Training Title**

**THE FIVE KILLERS FOR PERFORMANCE AND HOW TO MANAGE THEM**

**Training Duration**

5 days

**Training Venue and Dates**

ML024	The Five Killers for Performance and How To Manage Them	5	19-23 December, 2021	\$4,250	Abu Dhabi, UAE
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In any 5 star hotel. The exact venue will be intimated once finalized.

**Training Fees**

4,500 US\$ per participant for Public Training. Fees Includes 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 DESCRIPTION**

Performance is a tricky issue. Managers and Employees usually hate Performance related activities because they do not have effective tools for those activities.

In this course, participants will be introduced to five performance killers, and how to terminate them. Participants will be able to improve the organization performance as well as employees performance when they follow the new learning.

**TRAINING OBJECTIVE**

- The wrong starts and performance Levels
- Why Transferring Knowledge is not always successful?
- The Gray areas, How to clarify them.
- Building Performance Measures with quantity and Quality measures.
- Getting employees interested to understand how can performance be measured with quantitative and qualitative measures and Engaged.

**TRAINING METHODOLOGY:**

This training program is lecture-based and customized to the needs of the audience, providing meaningful experience for personnel that work in petroleum plants.

Daily sessions include formal presentation, prepared in the Power Point, interspersed with directed discussions and case study.

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In addition to formal lectures and discussions, the delegates will learn by active participation through the use of problem solving exercises, group discussions, analysis of real-life case studies etc. All attendees receive a course manual as a reference.

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

### WHO SHOULD ATTEND?

Leaders and Managers, Planners, and strategists, HR leaders and professionals

### COURSE OUTLINE

#### Day 1

- Introductions
- Pre test
- Understand how and why communication fails
- Understand the five levels of Performance
- The common mistake in leading new hires.
- Understand why a particular performance level should be selected for each employee.

#### Day 2

- Why Knowledge Transfer fail
- The limitations of EMEs in transferring their knowledge
- How to document your work and make it transferable
- Making Task Lists
- Making Processes for your tasks

#### Day 3

- Why Gray Areas in Business? And why we should eliminate them?
- Examining the INPUTS and the OUTPUTS within the organization.
- Identifying problems in the inputs and outputs
- Fixing the INPUTS and the OUTPUTS of the departments and individuals

#### Day 4

- The problem with performance appraisals
- Why people hate performance appraisal activities
- How can we change performance activities into COLLABORATIVE sessions?

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- Building Performance Measures that are acceptable to both Employees and Management
- The Performance Cycle

**Day 5**

- Why employees do not do what they are expected to do?
- How can we improve the organization' performance through better employee Engagement?
- Rewards, or Motivations?
- The three levels of Employee Engagement
- How can we move employees to a higher level of Engagement
- Post Test

**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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