

Management Training

Introduction to 'Real World' management needs using interactive training and application

A 15 week course developed by Pear Consulting that provides all levels of management with the knowledge and application to be better managers. This interactive course is conducted weekly with a 1 hour interactive training and a 1/2 hour workshop. It develops the skills and teamwork that managers often lack.

- Week 1: Management Basics**
Defining management and what it takes to be a good manager
- Week 2: Employee Management**
Manage your staff to obtain the most productivity.
- Week 3: Delegating Responsibility**
A proven method to assign tasks and assure completion.
- Week 4: Utilizing Authority**
Understanding what authority means and how to use it.
- Week 5: Resolving Conflict**
Minimize the impact and negotiate peaceful endings.
- Week 6: Measuring Success**
Understanding metrics, measurements, and reporting.
- Week 7: Project Management**
Managing tasks using project management techniques.
- Week 8: Planning**
Finding the time to plan and how to plan effectively.
- Week 9: Prioritizing Tasks**
What makes certain tasks a priority and how to manage them.
- Week 10: Risk Management**
Understand and manage risks proactively.
- Week 11: Customer Training**
Learn who customers are and how to address their issues.
- Week 12: Vendor Training**
Learn who vendors are and make sure they resolve your issues.
- Week 13: Setting Expectations**
Be proactive defining what your needs are.
- Week 14: Forecasting Needs**
Be able to plan and schedule resources properly.
- Week 15: Conducting Meetings**
Conduct meetings that don't waste time and produce results.

**Do your managers have the skills necessary to grow your company?
Good management skills reduce stress, improve the quality of life,
and increase productivity.**

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