



MALAYSIAN INSTITUTE OF HUMAN RESOURCE MANAGEMENT

MIHRM is a member of the World Federation of People Management & Malaysia's HR Professional Body



INFLUENCE

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| Nothern Region
•KISMEC, Kulim
•Date to be announce based on response | Klang Valley
•Armada Hotel, PJ
•Date to be announce based on response |
| Southern Region
•Good Hope Hotel, JB
•Date to be announce based on response | |

2 Day Programme

FOR WHOM

Managers / Supervisors/ Executives / Senior Executives

COURSE FEE

RM 1100 + 6% GST (members)

RM 1200 + 6% GST (Others)

FACILITATOR

An experienced HR Consultant / Practitioner with various industries background.

CANCELLATIONS & TRANSFER

If you are unable to attend, a substitute delegate is welcome to attend in your place at no additional charge. A full refund, less 10% administrative charges, will be given if cancellation is received in writing at least 7 days prior to the program. No refund can be made for cancellation received less than 7 days prior to the program.

OUTLINE

The Importance of Leadership Influence

Discover influencing leadership traits and strong points. Learn the passive, assertive and aggressive influencing styles.

Good Leadership

Assess your personality style as a team member. Discover strategies to work effectively and collectively with others. Learn delegation processes and effective empowering . Learn to be more confident

Communications

Learn to speak confidently so that your message will be clear. Learn about effective listening

Conflicts and Misunderstandings

Understand the 9 conflict approaches and how it can be used effectively in various scenarios . Learn principles of influencing effectively in meetings and conflicts. Learn to deal with difficult people and tough situations amicably and mutually.

You are in charge of a unit and have been put in charge of a project. How do you get your co-workers to give you their full commitment to deliver the results?

Remember the difference between a boss and a leader; a boss says "Go!" a leader says "Lets' go!" –E.M. Kelly

REGISTRATION FORM



MIHRM is a class A training provider (serial number: 3215)

Please register me for .

Date of Training:

Membership No.

Name

Company

Designation

Address

Email Address

Tel No. (office)

(fax)

(mobile) Contact Person

Enclosed cheque No./bank draft _for RM __being payment for_ participant(s).
(Payment made payable to "Malaysian Institute Of Human Resource Management / CIMB a/c : 800 2324 212)

Malaysian Institute of Human Resource Management(MIHRM)

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LEADERSHIP AND INFLUENCE