

Time Allocation - Topics

15% Defining Influence

30% Establishing Your Influence Base

- Understanding the Three Bases of Power
- Building Your Confidence
- Discovering Your Influence Profile

30% Finding Your Voice

- Unraveling the Language of Influence
- Asserting Yourself
- Becoming a More Powerful Speaker
- Using Dialogue as an Influence Strategy

15% Expanding Your Influence

- Unlocking the Hidden Power Structures
- Building Your Network of Influencers

10% Planning Your Next Step

- Staying Connected
- Planning Your Next Steps

Focus

Primary - Leadership Development

Adaptability, Communication, Interpersonal Relations

Secondary - Planning/Organizing

Problem Identification, Developing Specific Plans, Generate and Obtain Plan Support

Tertiary - Executing/Controlling/Evaluating

Follow-Up

Level

Introductory **Intermediate** Advanced

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