

Improving Personal Success

1 day
Course

'Realising Your Goals - Focusing on Achievement'

Business Scenario Successful people are generally organised, focused and positive. How do they do it? How can we do it? The answer lies in the habits and attitudes we practise to exert a powerful influence on our sense of personal fulfilment.

Who will Benefit? Those wanting to become better organised, influence outcomes more positively and take greater control of themselves, events and circumstances around them.

Course Objectives By the end of the course you will be able to:

- Use the key elements required for your personal success
- Plan successfully and achieve your goals
- Motivate yourself and those around you in order to achieve positive outcomes
- Use communication to persuade and influence
- Turn obstacles into opportunities

Course Content

Setting direction

- Looking at your personal timeline and deciding future outcomes
- Strategies for setting and achieving clear goals
- Identifying what you want to achieve and your own personal success story
- Establishing ways to overcome obstacles to success

Overcoming obstacles to success

- Working with your image, attitude and behaviour to influence outcomes
- Recognising your personal stumbling blocks
- Breaking past habits and behaviours
- Visualising the new you
- Recognising how to motivate yourself and others to commit to action

Communication skills

- Knowing the nature of influence and building successful relationships
- Building self confidence and self esteem
- Identifying how to assert your views and opinions in a clear, direct way
- Getting words, tone and body language in tune with your message

Course Features

You will have the opportunity to examine your current habits and attitudes in order to identify what positive changes you can make. The course aims to highlight practical ways in which to change behaviours and achieve future success.