Get Control!® of Leadership

Today's professionals are immersed in technology. Unfortunately, most leaders struggle to master and share key productivity insights with their teams. As a result, leaders and their teams work inefficiently with everyday tools like Outlook, Windows, OneDrive, Excel, and mobile devices. Worst of all, most leaders communicate poorly via an exploding number of tech communication channels including email, IM, text, web meetings, and social media.

The goal of *Get Control!* **of Leadership** is to boost performance and employee engagement while saving every member of the team – including the leader — 15 days a year. The class begins with a revolutionary new diagnostic tool that assesses each leader's TQ (Technology Quotient). For the first time in their careers, each leader is classified into one of four TQ profiles and given customized coaching.

During the class, leaders discover and master a series of incredibly useful tech tips and communication strategies. They also discover a strategic Four Week Action Plan for sharing these crucial insights with their teams. This plan is supported by digital resources that allow them to quickly review each week's action steps. Total rollout time is just one hour per week. The final step is to create a *Get Control!* **of Leadership** Team Charter – a simple one-page statement that documents the team's commitment to technology excellence.

CLASS HIGHLIGHTS

» Innovative diagnostic tool and customized coaching

» Practical tech tips and strategies

» Simple, strategic action plan designed to motivate and inspire all team members

» Just-in-time digital support materials delivered via micro-videos, mobile app, and more

» Optional pre/post leadership and team effectiveness impact assessment

TECH ROCK STAR   TECH-EXEC

EMERGING TECHIE   NEED PLAN

Tech Savvy

Tech Teacher

Get Control!

Get More Done

> "This class captured the imagination of the audience and really connected in a way that gave a good bit of magic (as well as substance)."
>
> — ROSS TARTELL, PH.D. PRESIDENT ATD CT

Get Control! of Leadership
New Management Strategies for the Digital Age

LEARNING OBJECTIVES

1. Leaders assess their *Get Control!* of Leadership TQ Profile

2. Leaders save themselves and direct reports 15 days a year via the smart use of technology

3. Quality of virtual/remote team communication improves by 35%

CLASS BENEFITS

» Discover amazing, quick-to-learn, easy-to-use tech tips that can be shared with the leader's team

» Boost engagement and build team unity via improved e-communications

» Learn powerful new ways to transform an ordinary team into a tech-savvy productivity powerhouse

» Discover secrets for coaching in a tech-driven, 24-7, always on, virtual work environment

Get Control! SM
Get More Done

AFTER CLASS: STRATEGIC FOUR WEEK ACTION PLAN

Get Control! of Leadership is a single (60 to 180-minute) class that can be experienced in multiple formats. Once completed, leaders are extremely eager to share insights with their teams. This is accomplished via a highly effective strategic action plan. After taking the class, leaders deliver four, one hour, weekly exercises to their people. The sequence of the content builds excitement, improves results, and allows for the documentation of key behavior change commitments. Leaders receive helpful micro-learning videos that make it easy to review each weekly assignment. Total time commitment post training is less than four hours.

Week 1 – Probe Phase

Leaders gather valuable information from their teams. They identify tech pain points, opportunities and challenges. They also identify tech champions at this stage.

Week 2 – Act Phase

Leaders share tech tips learned in the class with their direct reports. The Act phase is fun and stimulates tremendous enthusiasm. Once team members say, "Wow! That's really useful!" a wave of collaboration and sharing begins. The leader earns respect by walking the walk. In other words, they show that they can embrace and demo technology insights to their team.

Week 3 – Communication Phase

Leaders assess all the tech channels that their people use to communicate via a team discussion. This includes text, IM, email, virtual meetings, social media and many more. They focus on the clarity of e-communications as well as business etiquette. This leads to a spirited brainstorming session that boosts the clarity of team communication by 35%.

Week 4 – Charter Phase

Leaders conduct a lively discussion to determine which insights from the past three weeks should become team standards. They develop and vote on a one page *Get Control!* of Leadership Charter which helps to sustain behavior change for years to come.