



# MANAGEMENT ESSENTIALS

Managing people is both a huge responsibility and a great honor. Making the transition to higher levels of responsibility can be a dramatic change. Too often managers do not realize the consequences of their actions when giving and receiving feedback. As a result, this leads to a decrease in motivation, commitment, and trust leading to an increase in employee turnover.

The “**Management Essentials**” program, developed by Blanchard and delivered to you by SEAC, through a conversation based approach, focuses on two key critical areas.

- Four Essential skills: Listen to Learn, Inquiry for Insight, Tell Your Truth, and Express Confidence
- Four Core Conversation: Goal Setting, Praising, Redirecting, and Wrapping Up

## 4 Core Conversations



Listen to Learn



Inquire for Insight



Tell *Your* Truth



Express Confidence

## Essential skills

These management essentials boost leadership and develop autonomy among your leaders. As a result, managers become more centered on and supportive of their team.

This program is designed for new managers, mid-level managers or supervisors, and experienced managers who want to increase their leadership effectiveness.

An Exclusive Strategic Partner in Thailand of

**Ken** **Blanchard**  
COMPANIES

**SEAC**

# MANAGEMENT ESSENTIALS PROGRAM STRUCTURE

# SEAC

The 1-Day Face-to-Face workshop includes a fast-moving combination of content, engaging activities, and skill practices. Participants will have at their disposal a workbook and “At-a-Glance Job Aid” with live actions and interaction videos to guide their learning experience.

## **LAUNCH (In-house prog. Only)** (pre-workshop)

Participants view a live action video (LAV) teaser and select four real-world situations to work on

## **LEARN & PRACTICE**

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Welcome

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The Transition

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Introduction to Four Core Conversations

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The Essential Skills

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The Four Core Conversations

- Goal Setting Conversation
- Praising Conversation
- Redirecting Conversation
- Wrapping up Conversation

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Closing

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## **MASTER (In-house prog. Only)** (post-workshop)

**First Time Manager Challenge.**

A six-step follow-on program that guides learners on how to integrate their new skills into their jobs

### Benefits:

- Improved success rates for managers
- Improved team productivity
- Managers are better prepared for this increased responsibilities
- Participants have the opportunity to learn and practice the essential skills
- Managers are more centered on and supportive of their team