

Create your program on demand

Over 70 trainings available*
at the 2nd Semester of 2017

*In english and french

Manager/Co-worker relationship :
Face to face



Fully responsive

Anytime
Anywhere
Anydevice



Themes

[Conducting a recruitment interview](#)
[Fixing measurable objectives](#)
[Co-defining an objective for progress](#)
[Guiding the management of a project](#)
[Encouraging initiatives](#)
[Offering feedback](#)
[Giving feedback when there's a problem](#)
[Listening or judging: the decision to exchange](#)
[Conducting a refocusing meeting](#)
[Refusing a request for advancement](#)
[Reacting to a co worker's distress](#)
[Challenging practices](#)
[Preparing an annual evaluation](#)
[The annual evaluation : Reviewing goals reached and missed](#)
[Annual review: overcoming a co-worker's impression of powerlessness](#)
[Holding on to talented people](#)
[Defusing an unspoken conflict](#)
[Handling a conflict with a co-worker](#)
[Saying no to a co-worker](#)
[Discussing a raise](#)
[Reacting to a panicked co-worker](#)
[Supporting a co worker in difficulty](#)

ABOUT CO-WORKERS FUTURE CAREER DEVELOPMENT

[Giving Meaning to the Career Development Meeting](#)
[Helping a co-worker to think about their future](#)
[Helping a co-worker to prepare their future](#)
[Encouraging internal mobility of a team member](#)

MANAGING MANAGERS

[Helping a manager assert himself among his team](#)

Team / Manager relationship



- [Replacing the «how» by the «why»](#)
- [Defining goal that will motivate the team](#)
- [Helping your team manage time better](#)
- [Conducting a team meeting](#)
- [Congratulating the team](#)
- [Managing in a tense atmosphere](#)
- [Boosting the team's motivation](#)
- [Announcing bad news](#)
- [Communicating an unpopular message](#)
- [Solving problems differently](#)
- [Manage a tense meeting](#)
- [Handling the team's complaints](#)
- [Handling chatty co workers in a meeting](#)
- [Handling a leader in a meeting](#)
- [Going back on a decision](#)
- [Promoting direct exchanges \(less email\)](#)
- [Developing the collaborative instinct](#)
- [Banking on confidence](#)
- [Remote management](#)
- [Presenting a problem to your manager](#)

Managing a project



- [Affirming your authority](#)
- [Taking responsibility for choices when under pressure](#)
- [Moving a project forward, even without managerial authority](#)
- [Handling duplicity](#)
- [Work against passive resistance](#)
- [Defending your team in the face of criticism](#)

Personnal efficiency



- [Let others do their work in order to truly manage](#)
- [Evaluating the impact of your managerial communication](#)
- [Focus your attention to be more efficient](#)
- [Organizing your priorities, or managing yourself!](#)
- [Deciding under pressure](#)
- [Deciding at the risk of displeasing](#)
- [Changing approach when «it's not working»](#)
- [Handling a difficult objection](#)
- [Making a successful oral presentation](#)
- [Expressing your disagreement with a whole group](#)
- [Communicate effectively by email: an invitation to action](#)
- [Going beyond discouragement](#)