

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](#)