



@ASK Training
Attitude | Skills | Knowledge

The Power of Taking Action

Course Code:

ASKPTA

Course Duration:

1 day, 9.00am - 5.00pm

Course Fee:

\$600 (\$648 Inc. 8% GST) per participant

Course Venue:

Hotel

Course Dates:

<https://asktraining.com.sg/course-calendar/>



Course Synopsis

"A lot of people never use their initiative because no one told them to" – Banksy

The quote above reminds us of the importance of being proactive and to take initiatives at work.

This is one of the most fun yet impactful 1-day workshop. Through mini experiential activities, it will introduce a shift in mindset and demonstrate how everyone in the workplace has the ability to think outside the box, go that extra mile and make a difference both to themselves individually and as a team player.

Taking initiatives is a trait that everyone should cultivate in for self-development and if you wish to be visible in a positive way within the company and thereby increasing your value to the company.

Start small and make it a habit every day and experience the power of taking initiatives and action in your life and at work.

Course Objectives

By the end of the course, you would be able:

- Understand the importance and power of taking initiatives
- Apply strategies on how to take initiatives to increase work and personal effectiveness
- Strengthen your skills by taking initiatives with different situations and to solve problems creatively and critically

Course Outline

- **Scavenger Treasure Hunt**
 - Understanding “initiatives” from an individual and group perspective
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- **Around the World Activity**
 - What are the characteristics of a person who takes initiatives
 - How does taking initiatives benefit you?
 - What are some ways that we can take initiatives at work?
 - How can we achieve what we want inside and outside of work?
 - What stops us from taking action?
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- **Putting it into practice**
 - Experience common assumptions that we make - because assumptions limit possibilities for you and your work
 - Think outside the box – question is, where is the “box”?
 - Seeking opportunities
 - Solve problems with a critical and creative mindset
 - Collaborate with the team and leverage on strengths of different team members
 - Power of the difference between being reactive and proactive
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- **Wrap Up Activity**
 - The Power of your mind
 - The “Should”, “Could” and “Would” in taking initiatives

Who Should Attend

Managers, team leaders, executives and anyone within an organization who would like to gain a strong grasp and enhance their taking initiatives and action.