



**@ASK Training**  
Attitude | Skills | Knowledge

# The Power of Taking Action

**Course Code:**

ASKPTA

**Course Duration:**

1 day, 9.00am - 5.00pm

**Course Fee:**

\$600 (\$654 Inc. 9% GST) per participant

**Course Venue:**

Hotel

**Course Dates:**

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



## Course Synopsis

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*"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

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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

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- **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.