



ENGINEERING LEADERSHIP – MAKING THE TRANSITION FROM ENGINEER TO LEADER



SELF-PACED
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STUDY AT YOUR OWN PACE • HIGHLY AFFORDABLE • TECHNICAL, PRACTICAL FOCUS • LECTURED RECORDINGS



PRACTICAL SELF-PACED ONLINE COURSE

YOU WILL LEARN:

- The ability to lead engineers and technical professionals
- A valuable toolbox of skills and tools
- Time management skills and steps that can double your team's productivity
- Skills to make conflict work for you and not against you

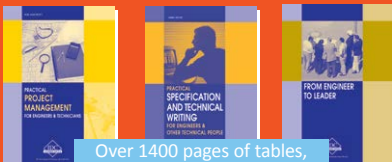
WHO SHOULD ATTEND:

- This workshop is designed for mid level managers
- technical professionals
- Those who want to update their leadership skills and position themselves to adopt a leadership role in their organisation.
- Middle level executives and managers
- Operations, marketing, human resources and customer service executives
- Project managers
- Team leaders and technical professionals
- First-line supervisors

CONTACT US
for course fees

INCLUDES 3 FREE REFERENCE MANUALS

YOU WILL RECEIVE 3 OF OUR UP-TO-DATE TECHNICAL eBooks TO ADD TO YOUR LIBRARY



Over 1400 pages of tables, charts, figures and handy hints

- Practical Project Management for Engineers and Technicians
- Practical Specification and Technical Writing for Engineers and Other Technical People
- Engineering Leadership – Making the Transition from Engineer to Leader

Please Note: eBooks are available in hard copy at 50% of the recommended retail price. Contact us for pricing details.

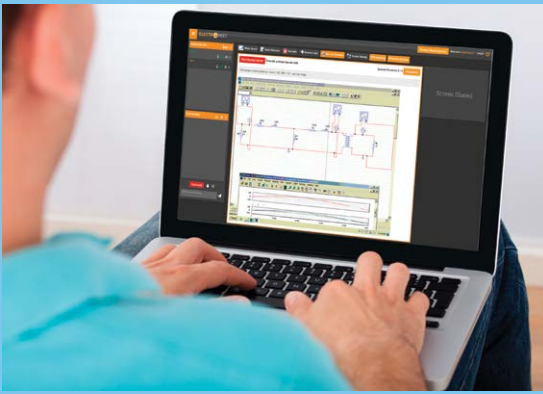
A practical online course presented by:

John Piperides

BE Electrical



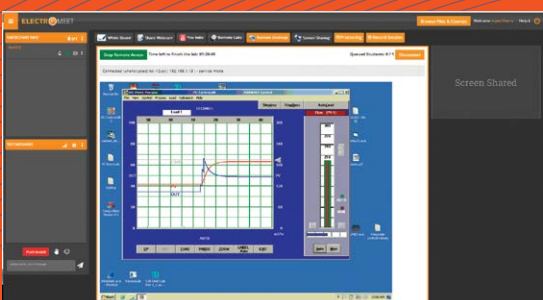
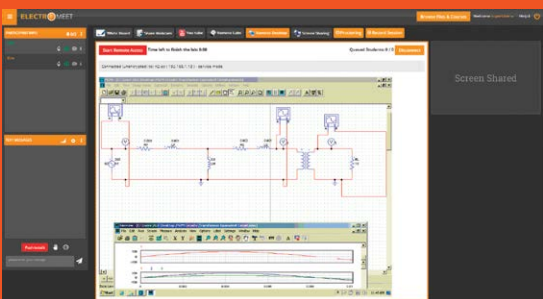
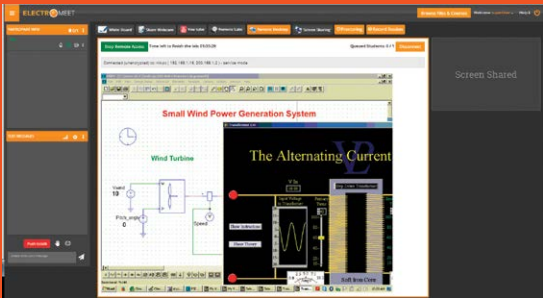
More INFO: Contact 1300 138 522 or email idc@idc-online.com



BENEFITS OF eLEARNING

- Complete lessons in an online environment
- Upgrade your skills and refresh your knowledge without having to take valuable time away from work
- Receive information and materials in small, easy to digest sections
- Learn while your travel – all you need is an Internet connection
- Receive a certificate of completion for CPD purposes

FULLY ONLINE WITH UNLIMITED REMOTE ACCESS



Virtual Lab Examples - using Electromet**

8 HOURS OF LECTURED RECORDINGS PLUS PRACTICALS

THE COURSE

Despite the fact that most engineers spend a major part of their careers in some leadership capacity or the other, the truth is that a vast majority of them are often dissatisfied with the transition from “engineer to leader”. Much of this frustration is found to result on account of a lack of preparation and training. This is where the intensive and practical nature of this workshop assumes significance. It is designed in such a way that mid level executives and technical professionals who avail it, can easily update their leadership skills and position themselves to adopt a leadership role in their respective organisations.

This Online course examines the importance of creating results through people, by starting with personal leadership and then growing to being a leader of people. The key components of effective leadership is the ability to develop, motivate and equip people by being able to communicate clearly, manage conflict, develop creativity and coach effectively. You will gain the knowledge and resources to immediately put these components into practice. Throughout the course, you will be encouraged to participate in hands-on exercises which will help you put theory to practice immediately.

PRE-REQUISITES

No previous knowledge, experience or qualifications are required to undertake this course. People management skills are transferrable and invaluable; therefore, all those willing to improve their skillset are encouraged to register.

A practical online course presented by:

John Piperides

BE Electrical



John is a professional electrical engineer with over 25 years experience in industrial maintenance, production, management, sales and improvement. He has held management positions in several manufacturing and sales companies. His diverse responsibilities have included contract negotiation, authoring and responsibility of departmental budgets, daily management of over 20 reports, practice of cGMP, auditing in a pharmaceutical plant, and system administration and programming of diverse IT and embedded systems. He has been directly involved with industries including building management, pest control, mining, power utilities, food, pharmaceutical, steel, building products, sugar, paper and pulp, rail and airports.

John has completed many years of further education including developing, writing and delivering many work based courses and seminars. He has spent 10 years as a part time teacher at TAFE in electrical engineering, and 15 years delivering structured courses in thermography, power quality, instrument safety, motor drive theory, PLC, SCADA, and pest inspection.

UPON SUCCESSFUL COMPLETION OF THE COURSE YOU WILL ATTAIN A CERTIFICATE OF COMPLETION



Technology Training that Works

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SOUTH AFRICA • UNITED KINGDOM • UNITED STATES • VIETNAM

7 ENGINEERING MANAGEMENT TOPICS

56 SUBJECTS • 20 PRACTICAL RESOURCES

COURSE OUTLINE

SESSION 1: INTRODUCTION TO LEADERSHIP

- Program introduction
- How is leadership for engineers different?
- Engineer to leader – changing paradigms
- The leadership imperative
- What is leadership?

SESSION 2: PERSONAL LEADERSHIP

- What is personal leadership?
- Cause and effect
- Be > do > have
- Setting goals
- Time management
- Life balance
- Ten personality traits of exceptional leaders
- Three stages of leadership influence
- Essential skills for leadership
- Personal leadership toolbox

SESSION 3: CARING – PEOPLE SMART

- Introduction
- Understanding behaviour
- Behavioural summary
- Team building
- Assessing styles
- People smart toolbox
- Skills application exercises

SESSION 4: COMMUNICATION SKILLS

- Introduction
- Understanding how behavioural styles affect communication
- The communication process
- The power of questions
- Active listening
- Nonverbal communication
- Tonality patterns
- The power of rapport
- Authentic interaction – the Johari window
- The power of constructive feedback
- Three basic styles of communication
- Communication toolbox
- Skills application exercises

SESSION 5: CONFLICT MANAGEMENT SKILLS

- Introduction
- Sources of conflict
- Five conflict management styles and when they are appropriate
- Assessing your own conflict management style
- Growing with constructive conflict and reducing destructive conflict
- Collaboration as a way of life
- Conflict management toolbox

SESSION 6: CREATIVITY AND PROBLEM SOLVING

- Introduction
- Principles of creativity
- Brainstorming techniques
- Brainwriting
- Problem solving
- Creativity and problem solving toolbox

SESSION 7: COACHING FOR GROWTH

- Introduction
- Sport and the coaching model
- Five areas of coaching
- Performance centred coaching
- The role of questions
- Metaphor outlines
- Useful coaching models/tools
- Coaching toolbox

ADDITIONAL CONTENT:

- Appendix 1: Application Log
- Appendix 2: Life Balance Assessment
- Appendix 3: Ten Personality Traits of Exceptional Leaders
- Appendix 4: People Smart Application
- Appendix 5: DISC Card for Quick Assessment
- Appendix 6: DISC Face to Face Assessment
- Appendix 7: DISC Phone Assessment
- Appendix 8: Basic DISC Assessment
- Appendix 9: Profile Summaries
- Appendix 10: Skills Application Exercises
- Appendix 11: Application Log
- Appendix 12: Assessing Assertiveness in Performance Management
- Appendix 13: Skills Application Exercises
- Appendix 14: Application Log
- Appendix 15: Assessing Your Preferred Conflict Management Style
- Appendix 16: Creativity and Problem Solving
- Appendix 17: Seven Problem Solving Solutions Applied
- Appendix 18: Coaching Application
- Appendix 19: The Power of Good Coaching Questions
- Appendix 20: Coaching Goal Sheet

HARDWARE & SOFTWARE REQUIRMENTS

All you need to participate is an adequate Internet connection, PC and speakers. You will receive Electromeet access details once payment is finalised.

REGISTER IN THREE EASY STEPS

- 1** Go to www.IDC-ONLINE.com --> **E-LEARNING** --> **Self-Paced Learning** --> Then simply click on the course and complete the details. Select "ADD TO CART" and follow the directions to pay the affordable one-off fee.
- 2** Once you receive your *confirmation email, follow the link and LOGIN to **Electromeet
- 3** Open the Online Course Package and **START YOUR COURSE**

* Confirmation emails containing login details may take up to 24 hours

** Electromeet is a cloud-based program with no downloads. Online courses are hosted and completed by users through Electromeet.