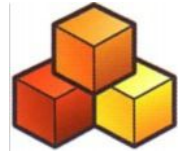




IOL (UK) Limited & Northgate Training
EXERCISES, GAMES & SIMULATIONS FOR MANAGEMENT DEVELOPMENT



Set Your Objective!

Participants will learn:

- to define and agree work objectives
- to set realistic targets within the time constraint
- to plan and prioritise use of time
- to think before acting
- to allocate team roles / utilise team members' individual skills
- to use the SMART process when setting objectives

NUMBERS:

3 - 24 participants working in up to 4 groups

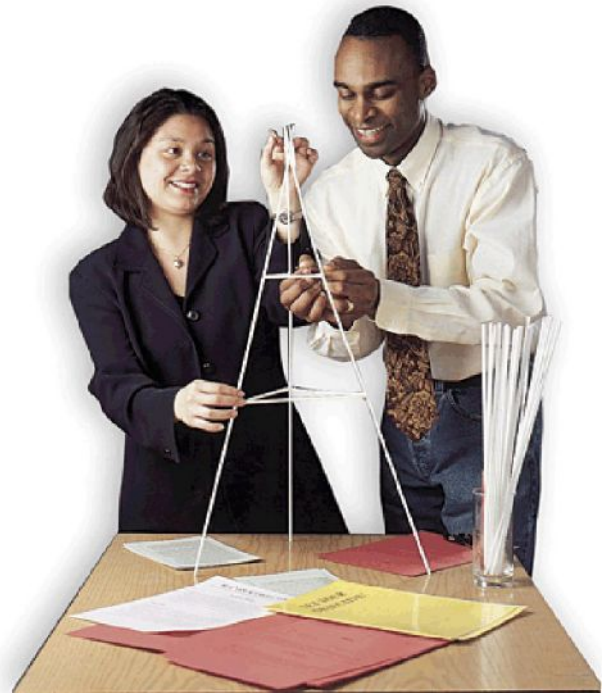
TARGET AUDIENCE:

Staff at any level

TIMING:

1 hour + Debrief

COST: £350 (+VAT and delivery)



Establish SMART objectives, pick the tasks to achieve it, then put your objectives to the test! Packed with learning - and fun - from all the mistakes teams make!

Faced with a variety of tasks, more than you can cope with – you'll set SMART objectives to help decide which tasks will best maximise performance in the time available.

At this stage tasks are described in general terms so it's impossible to complete them but in stage two you receive full information on your chosen tasks – and just 25 minutes to complete them. You'll be scored on the quality of your ability to achieve your objectives.

Teams make all sorts of mistakes. They jump in without thinking, overlook the obvious, misread, over-estimate time, under-estimate work rate and forget to pay attention to detail!

A powerful exercise for demonstrating the importance of setting realistic targets and completing work on time in line with the main objective. How often do we choose tasks that we enjoy doing at the expense of what needs doing?

Set Your Objective!

Trainer's Role

1. Divide participants into teams.
2. Issue Briefing Folders and explain the activity. Allow 40 minutes Planning Time.
3. At the end of the 40 minutes, collect Contract Sheets and issue specific task details for those tasks teams have chosen to complete.
4. Allow groups to begin on the Action Phase. After 15 minutes, issue the Unexpected Task. After 25 minutes, check each team's Main Task.
5. Award scores and lead a Debrief on team experiences and key lessons about planning, time management and setting objectives.
6. Link to the workplace and how team members can improve their own performance at work.

Full guidance is provided in the Trainer's Notes.

Pack Contents

- Team Folders
- Task Cards
- Straws (for tower)
- Contract Sheet Pad
- Score sheet
- Trainer's Notes

TO ORDER "Set Your Objective" please contact:

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