



## **VIRTUAL INSTRUCTOR-LED TRAINING MOTIVATING YOUR WORKFORCE (1 DAY)**

### **INTRODUCTION**

Employees who feel they are valued and recognized for the work they do are more motivated, responsible, and productive.

This one-day workshop will help team leaders, supervisors and managers create a more dynamic, loyal, and energized workplace. It is designed to help busy team leaders, supervisors and managers understand what employees want and to give them a starting point for creating champions. It will help ignite and increase levels of staff motivation.

### **WHAT THIS COURSE CAN DO FOR YOU...**

- Identify what motivation is
- Describe common motivational theories and how to apply them
- Learn when to use different kinds of motivators
- Create a motivational climate
- Design a motivating job

### **TARGET AUDIENCE**

Anyone who wishes to or is required to drive motivation in the workplace.

### **COURSE CONTENT**

#### **Pre-Assessment**

##### **What is Motivation?**

- What is the only real way to motivate?

##### **Supervising and Motivation**

- Why is motivation important?
- Identifying motivators

##### **Motivational Theories**

- A look at theory
- Supervisor vs higher management's role
- Pre-assessment review

### **Setting Goals**

- Setting goals with SPIRIT
- Goal setting and goal getting!

### **The Role of Values**

- Work values
- What do we value in work?
- The importance of values
- Identifying your values
- Bringing it all together

### **Creating a Motivational Climate**

- Behavioural (reinforcement) theory
- Expectancy theory
- McClelland's needs theory

### **Applying Your Skills**

- Situational analysis
- Considering case studies

### **Designing Motivating Jobs**

- Designing my job
- Techniques for job design or redesign
- A motivational checklist

### **Personal Accountability & Commitment Plan**

## **VIRTUAL INSTRUCTOR-LED TRAINING**

Participants “attend” virtual classroom training, through the Zoom on-line platform, without having to travel to and from the classroom each day. Courses are divided into several shorter sessions to minimise operational disruptions and improve knowledge retention.

Training is facilitated in real-time, providing the benefit of hands-on learning. Delegates interact with the facilitator and each other, as with any other classroom experience. This allows for a cooperative learning environment, where participants can share knowledge, engage in positive discussions and work together.

## Benefits of Virtual Instructor-Led Training

- ✚ Virtual training provides flexibility to both the client/delegate and facilitator.
- ✚ Delegates are active participants rather than relying entirely on the instructor.
- ✚ Virtual training is conducive to a more fluid exchange of ideas, focused real-life scenarios and an intensified level of engagement.
- ✚ Information is shared through video, documents, and written notes with learners in real-time.
- ✚ Delegates who have internet connection can learn at anytime and anywhere.
- ✚ Delegates can participate in discussions and ask questions at any time.
- ✚ Breakout rooms allow delegates to work in groups and complete activities in teams which allows for a rich interactive experience.
- ✚ Access to expert facilitators who may otherwise be unable to visit workplaces due to unforeseen circumstances.
- ✚ Use of slides and video clips enhances virtual learning.

## POST COURSE ASSISTANCE

### “Contact the Coach” – Bridging Learning for Business Results

We offer a continued learning relationship providing FREE access to post course support to embed the knowledge gained. Our advisors are subject matter experts in each area of specialisation. Delegates can “Contact the Coach” for support, information or assistance with additional questions regarding the application of theory covered during the course.



### Personal Accountability & Commitment Plan

Kwelanga is determined to promote and encourage accountability and behaviour change once delegates return to the workplace. A Personal Accountability & Commitment Plan is therefore included in each course presented.

Facilitators will guide delegates through the recording of action plan items and will encourage them to show their Personal Post Course Accountability & Commitment Plan to their up-line on their return to work so accountability is created. This tool will also be useful for monthly one-on-one development discussions.

## On-Line Knowledge Hub

All delegates attending Kwelanga Training courses have **FREE** access to post course on-line resources. Up-to-date, convenient and easily accessible information, relevant to the programme attended, is available. Tools include case studies, articles, exercises and other valuable information which will reinforce course content and assist in transferring knowledge and skills to the workplace.



## OUR COMMITMENT TO YOU ...

### *Kwelanga Training's Commitment*

***To develop and inspire each individual to be the best that they can be.  
To assist clients in the transfer of skills and positive behaviour change.***

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