



PROGRAM OVERVIEW

Program Title: Prestige Leadership Workshops For Small Business (PLW-M)

This unique and highly effective small-business leadership program is not offered anywhere else in Canada. The “Prestige Leadership Workshops For Small Business” program is designed for businesses who intend to provide leadership training to their staff (a group of 5 to 12 employees) on quarterly basis over a 12 months period. Training includes upgrading the employees’ skills in up to 26 competencies. The program occurs with the same group of participants over a period of 12 months. It provides continuity, fosters accountability and nurtures high performance team culture for maximum results, in a small-business setting.

Type of training: Business & Leadership Skills Development

Program length: 12 months

INSTRUCTIONAL DELIVERY METHOD(S)

- Human performance technology (HPT) approach
- Lectures on best practices & live demonstrations
- Critical thinking activities
- Experiential learning (learning through reflection on doing)
- Independent assignments specific to the business
- Action learning for effective problem solving
- Benefits of group dynamics & live collaboration
- Team bonding & motivation



STUDENT GROUPING

- Small Group of 5 to 12 participants, Classroom training, on site, at client office location, in the Metro Vancouver Area, or as a Webinar

START DATE

- Open for enrolment

TRAINING INCLUDES

- 4 workshops, scheduled over a defined 12 months period
- Access to best practices, tools, examples & digital templates
- In case of webinar, Live video conferencing for tutoring and evaluations

PROGRAM OUTLINE

Businesses can choose 4 of the Small business workshops series (26 choices). They can combine 1:1 entrepreneur / leadership training with a workshop package (for employers and employees).



DEFINED INSTRUCTIONAL OBJECTIVES

The team has a choice of 4 workshops from 26 topics available. It fulfills key core competencies in team performance preventing small-business from succeeding in a competitive market. Depending on the topics chosen, the Team will learn:

- The fundamentals to improve one of the key business practices: strategic planning & execution, business & brand development, Communication, efficiency.
- Application of the knowledge to specific business situations
- Development of a detailed action plan to apply new learnings to future business situations

MEASURABLE LEARNING OUTCOMES

- Clarity on market opportunities and competitive advantages
- Focused acquisition of market share through team strengths
- Engaged and innovative team culture leading to greater skills retention
- Team-engineered business model(s) creating solid business ownership culture
- Improved conflict resolution through effective communication, relationship management and partnering
- Solid quarterly execution as planned

ASSESSMENT METHOD(S)

The participants are required to complete various assignment at different stages of each workshop (prior, during & after). Assignments are designed to apply the knowledge covered to their business situation. The participants submit their assignments to the Facilitator for the content is reviewed and evaluated.

- **Quarterly assignments** conducted prior, during and after each workshop enable the participants to apply the course concepts to their specific business situations.
- **Various case studies** will be conducted where the Participants are assessed on their ability to apply the course concepts of Essential Business Skills to their specific business situations.
- **Business simulation** to develop strategic thinking, decision making, problem solving, financial analysis, market analysis, operations, teamwork and leadership.
- **Completion requirements:** the candidate is required to complete the assignments, within the timeline required per topic.
- **A certificate of completion** will be issued to confirm the completion of this training.

Each Block of 4 workshop series is conducted with the same group of people over a 12 month period. It follows the incremental improvement approach where the learnings from each workshop are incorporated into the following workshops in the series to maximize effectiveness of experiential learning and action driven problem solving.



COURSE COMPONENTS

Businesses can choose 4 Leadership workshops from the following topics:

CODE	Prestige Leadership Workshops Series	
PLW-M	1	Strategic Planning – Part I
PLW-M	2	Strategic Planning – Part II
PLW-M	3	Effective Quarterly Planning
PLW-M	4	Operational Management & Monitoring
PLW-M	5	Effective Delegation – 101
PLW-M	6	Project Management Fundamentals
PLW-M	7	Peak Productivity – Time Management 101
PLW-M	8	Developing Your Foundation & Brand
PLW-M	9	Effective Marketing
PLW-M	10	Gaining Competitive Edge
PLW-M	11	Brand Development For Small Business
PLW-M	12	Social Media Ethics & Best Practices
PLW-M	13	Effective Sales Techniques
PLW-M	14	Client Acquisition & Retention Strategies
PLW-M	15	Public Speaking Fundamentals
PLW-M	16	The Art Of Business Communication
PLW-M	17	Effective Email Communication
PLW-M	18	Conflict Resolution In Business
PLW-M	19	Customer Service 101
PLW-M	20	Team Building – Custom Theme
PLW-M	21	C-IQ Fundamentals Of Conversational Intelligence®
PLW-M	22	Enhanced Conversational Intelligence® To Foster Team Bonding, Co-Creation And Performance
PLW-M	23	Igniting A Culture Of Trust & Co-Creation in Business
PLW-M	24	C-IQ Achieving Interaction Dynamics For Optimum Team Results
PLW-M	25	C-IQ Aspiring Conversational: Wisdom Of 5 Brains
PLW-M	26	C-IQ Optimizing Neurochemistry For A “Transformational Change”

TRAINING COURSE TUITION*

Tuition Fees for each participant*	GST	Total Fees	Total training hours
\$1,440.00	\$72.00	\$1,512.00	16 hours

PAYMENT OPTIONS: Full payment is required at the start of the program

Name of trainer: Galia Shukr