



THE PRACTICE OF MANAGEMENT BY OBJECTIVES WORKSHOP.

Course Date: Wednesday, 28 June 2017

Closing Date for Registration: Wednesday, 21 June 2017

Introduction

The ‘**MANAGEMENT BY OBJECTIVES**’ (MBO) System of work management is a proven way for Managers, Professionals and Executives to rationalise their work, enhance their capabilities to get and give pre-determined RE\$ULT\$ consistently. Properly put in place and in operation, MBO is **the** management system, if you want engaged, reliable employees and team RE\$ULTS all the time. If you want a work environment where.....

“OUR RELIABLE EMPLOYEES (LEADERS + WORKERS), WORKING AS A TEAM, WITH HIGH MORALE AND MOTIVATION,

* PRODUCE THE HIGHEST QUALITY PRODUCT AND/OR SERVICE

* JUST-IN-TIME,

* AT THE LOWEST POSSIBLE COST,

* TO THE DELIGHT OF OUR CUSTOMERS; AND

* WHICH FETCH THE BEST POSSIBLE PROFIT

TO SHARE WITH OUR EMPLOYEES, OUR COMPANY, OUR COMMUNITY AND OUR INVESTORS..... ALL THE TIME!”

Learning Objectives

On completing this learning, participants will practise Management By Objectives as **the** effective system of people management and get RE\$ULT\$ every time, even under present day circumstances as they would:

- have a comprehensive working knowledge about the main functions which make up the MBO system for instant application;
- write effective objectives, goals, and plans towards achievement of individual and team RE\$ULT\$;
- install the MBO system either for their overall organisations or functions under their supervision and get RE\$ULT\$;
- be more effective in mutual goal-setting and review sessions with subordinates; and
- develop more effective inter-personal relations.

Learning Contents

- **Management**
 - Taking it apart and putting it back, in the light of today’s people management challenges.
 - Why are we not doing it right?
 - Who are managing and managing what?
 - What is the single role of management?
 - What are its functions and responsibilities?

- Are present day 'managers' really managing?
- How to manage effectively?
- **The Practice Of Management**
 - Do people like to be managed?
 - Do they want to be managed?
 - Self-improvement as the cornerstone of management
 - **Manage behaviour, not people. Leave the Employee to manage himself**
- **The Strategy And Practice Of Management By Objectives For Results**
 - Whose objectives?
 - Can MBO work at any place and whatever the circumstances?
 - **Show me HOW it works!**
- **The Process And Application Of MBO**
 - Key result areas
 - Corporate objectives
 - Department objectives
 - Individual goals and action plans
- **Implementing MBO At The Following Levels**
 - Company
 - Department
 - Team
 - Individual
- **Problem Solving And Decision Making In MBO**
- **Performance Improvement In MBO**
 - Making performance appraisal work for appraiser and appraisee
- **Interpersonal Relations And Teamwork**
- **Self-Development And Discipline**
- **Back Home Plan**

For Whom

Members of the management team from Senior Managers to Front-line Supervisors including the Professionals. The only job prerequisite for attending this course is that participants must hold jobs that require them to get results.

Method of Workshop Facilitation

Short lectures and feedback sessions supported by discussions, situational analysis, practice and critique sessions as well as role-plays.

Duration

7 contact hours – 9am to 5pm

Fee:

\$500 plus GST per delegate (Include Handouts, Lunch and refreshments for 2 Tea Breaks)

10% discount per delegate if a company sends more than one delegate

Venue:

3 Temasek Avenue, Level 21, Centennial Tower, Singapore 039190 (Next to Promenade MRT Station)

Grant:

You may claim up to 400% tax rebate or 40% cash back of the seminar fee under the PIC scheme. For more details please visit:

<https://www.iras.gov.sg/irashome/Schemes/Businesses/Productivity-and-Innovation-Credit-Scheme/>