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Leading Change Training Jeffrey Russell,2006 The Trainer s Workshop Series is designed to be a practical hands on roadmap to help you quickly develop training in key business areas Each book in the series offers all the exercises handouts assessments structured experiences and ready to use presentations needed to develop effective training sessions In addition to easy to use icons each book in the series includes a companion CD ROM with PowerPoint TM presentations and electronic copies of all supporting material featured in the book Leading Change Training helps you create solid change programmes within your organization and integrate leading edge change leadership models and other theories into your programme It not only involves simply reducing resistance but also creating an awareness of the challenges and responsibilities that each person irrespective of level faces as a change initiative goes forward Contains exercises handouts assessments and tools to help you create effective change training for executives leaders managers and staff build support and reduce resistance to organisational change become a more effective and efficient facilitator ensure training is on target and gets resultsThis book offers not only the how of a programme on leading change but also an insightful and helpful look at the why when and where Lin Standke Instructional Design Manager Centre for Professional Development CUNA AffiliatesOther books in this series Leadership Training Customer Service Training New Employee Orientation Training Leading Change Training

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New Supervisor Training John E. Jones,Chris W. Chen,2006 The Trainer s Workshop Series is designed to be a practical hands on roadmap to help you quickly develop training in key business areas Each book in the series offers all the exercises handouts assessments structured experiences and ready to use presentations needed to develop effective training sessions In addition to easy to use icons each book in the series includes a companion CD ROM with PowerPoint TM presentations and electronic copies of all supporting material featured in the book New Supervisor Training helps new and experienced supervisors make the transition from individual contributor to leader with ready made training tools and materials This guide includes sections on interactive training evaluation and improvement and provides key skills to new leaders Contains exercises handouts assessments and tools to help you set up supervisor training in record time provide key skills to new leaders become a more effective and efficient facilitator ensure training is on target and gets results Jones and Chen share a wealth of practical experience aimed at the realities of becoming and succeeding as a new supervisor This is required reading for trainers Ed Oxford Vice President and Director Leadership Learning and Performance Commercial Government and Industrial Solutions Sector Motorola Inc Other books in this series Leadership Training Customer Service Training New Employee Orientation Training Leading Change Training

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