

AIA Classic

Description

Success often depends on ordinary-seeming but vitally important skills we use day after day- usually without even thinking about them. Communication skills. The skills of understanding, and responding to the behavior of others. Problem solving skills. Leadership skills.

AiA Classic is an educational process that improves those skills starting with a look behind them to the attitudes that support them. It builds individual and group-effectiveness by concentrating on the powerful effects created by our underlying and often ignored attitudes about ourselves and the world around us. In a non-threatening environment AiA probes these attitudes and examines their far-reaching effects. It presents alternative attitudes and skills that will help overcome barriers to performance. Personal satisfaction becomes deeper and more lasting.

Objectives

LEARNING OBJECTIVES OF THE 10 UNITS OF AIA

UNIT 1: COMMUNICATIONS

- Welcome participants to AiA Classic and describe the program and process.
- Describe Facilitator role, the learning process and the learning system components.
- Define the role of Group Leader and the skill development of Group Leader roles.
- Examine current communication skills and problems in communication.
- Define and apply principles of good listening habits and behaviors.
- Examine attitudes underlying communication problems.
- Demonstrate the group learning process, building trust and open discussions.

UNIT 2: ATTITUDE AWARENESS

- Examine perceived individual strengths and weaknesses utilizing self-assessment.
- Discover other people's perception of the individual utilizing feedback.
- Examine attitudes of self-image and their expression in behavior and personality.

UNIT 3: SELF-CONFIDENCE

- Define the dynamics of attitudes as the way you think which leads to, and is expressed as, behavior and personality in daily lives with resulting consequences.
- Discover and apply affirmations as a self-management tool.
- Examine emotional responses to situations and define alternative reactions and choices in managing emotions.
- Develop self-confidence, flexibility, and the ability to communicate emotions.

UNIT 4: UNDERSTANDING

- Utilize the previously learned emotional reaction options in situations designed to increase awareness of empathy and understanding.
- Discover the effect of lack of empathy on interpersonal relationships.
- Examine how we treat others as non-persons as a result of concern for self.
- Develop skills and strategies to effectively engage others in a positive way.

UNIT 5: PERSONALITY

- Explore the principles of attitudes and their effect on leading others.

- Define methods by which others will respond more positively in work situations.
- Assess individual personal needs and identify ways in which personal needs are met in relationships with others.
- Develop skills, strategies, and attitudes to solve problems with people.

UNIT 6: RELATIONSHIPS

- Assess and apply communication strengths and challenges in relationships.
- Examine and define what constitutes a problem in relationships and work situations.
- Explore and apply creative problem solving principles.
- Develop skills, strategies, and attitudes to solve problems with people.
- Explore principles in understanding other people.

UNIT 7: GROUP DYNAMICS

- Explore the differences in the way individuals perceive themselves and how others see them, focusing on strengths and positive characteristics.
- Discuss personal values intensely as a method to learn how groups choose leaders, interact, cooperate, agree, and come to consensus.
- Examine the multiple groups to which individuals belong.
- Apply group consensus and agreement strategies to interpersonal relationships, work relationships, and marriage. Identify the importance of the concept of personal responsibility and develop attitudes of accepting personal responsibility.

UNIT 8: BELIEF

- Identify the barriers in place because of fear and doubt.
- Define the characteristics of belief and attitudes about work and how they influence behavior and results in the workplace.
- Determine those environments and conditions which create engaged and motivated people.
- Develop a six-step written action plan to improve motivation at work.
- Explore the attitudes and patterns of thinking conducive to personal motivation, belief, and commitment.

UNIT 9: PURPOSE AND GOALS

- Determine a purpose in life, a personal vision, and a mission.
- Identify the impact of expectations on behavior and results in relationships and work.
- Assess individual satisfaction with life and determine the role personal responsibility and choices have on life satisfaction.
- Develop an extensive written outline of short and long term goals that support ones life purpose.
- Define affirmations and self-image attitudes necessary to support the achievement of goals and purpose.

UNIT 10: PERSONAL AND PROFESSIONAL DEVELOPMENT

- Evaluate attitudes and expectations toward time and their impact on self-management effectiveness.
- Explore patterns of thinking about time and develop ways to become more productive.
- Learn the development and history of attitude development.
- Examine the seven great attitudes and how they can become part of an ongoing personal and professional development plan.

Your organization will create a culture shift to:

- Committed employees
- Communication and teamwork orientation
- Inspired leadership and innovation
- Increased positive energy

- Fostering change
- A climate of empowerment

Individual participants will:

- Increase self-awareness and affirm strengths, talents and abilities
- Learn to transform negative attitudes into positive ones
- Overcome self-imposed limitations, fears and doubts to more empowering beliefs
- Develop effective listening and communication skills
- Improve relationships and increase empathy and respect for others
- Achieve new levels of performance through goal-setting techniques
- Make decisions with confidence
- Learn practical and effective approaches to problem solving

Your Guide:

Ellen A. Miller, President of TEAM Performance, will guide you through the Adventures in Attitudes experience. She leads with compassion, understanding and an upbeat can do attitude. She has been leading groups for over twenty years. A few of her clients are Radisson Hotels, HHSC, and TAHC. She is the author of "Make it A Big Day".

"Life is 5% what happens to you and 95% how you choose to respond."

Ellen A. Miller



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