

## **High-Impact Manager**

Do you want to lead a team that is motivated, focused, and committed to delivering outstanding results?

Are you ready to master the 24 habits of high impact managers that can help you overcome up to 90% of workplace challenges?

Would you like to gain practical tools and techniques to manage people, time, and performance more effectively in today's post-pandemic environment?

### **Introduction**

Being a High Impact Manager means leading a team that is motivated, focused, and committed to achieving results that go beyond expectations. It is about cultivating the right habits and behaviours that inspire people, build trust, and drive performance even in challenging times. This programme introduces 24 proven habits of high impact managers, offering practical ways to apply them in today's workplace, especially in navigating the realities of a post-pandemic environment. Participants will explore essential skills such as time management, effective recruitment, one-to-one coaching, and performance alignment, all designed to help managers overcome the 75–90% of common challenges that often block success. More than just theory, the training equips managers with tools, techniques, and real-world practices that can be applied immediately, empowering them to deliver lasting results in organisations of all sizes and across every sector.

### **Program Objectives**

This program aims to:

- Nurture skills to provide high impact managerial skills to the managers
- Equip managers to lead, influence for the best team performance

### **Learning Outcomes**

After completing this training, participants should be able to:

- Acquire & Develop Talent
- Influence others
- Achieve self-development
- Boost the team performance

### **Who should attend?**

Middle management, senior management and anyone who is newly promoted manager to the future leaders in the organisation

### **Methodology**

Case studies, forum discussion, role-play, presentations, gamification

### Program Outline

Time	Day One
9.00am– 10.30am	<p><b><i>Acquiring the Best Talent in the Organisation</i></b></p> <p>In this module, participants will learn how to identify, attract, and secure top talent that aligns with their organisation’s needs and culture. The session explores the strategies behind effective recruitment, from writing compelling job descriptions and conducting insightful interviews to evaluating candidates beyond technical skills. Participants will also discover the keys to ensuring new employee success, including onboarding practices that build engagement and retention from day one. By combining proven techniques with real-world examples from Asian industries, this module equips managers with practical tools to build strong teams and create a talent pipeline that supports long-term organisational growth.</p>
10.30am-11.00am	<b>Morning Break</b>
11.00am-1.00pm	<p><b>Develop Talent as High Impact Manager</b></p> <p>In this module, participants will focus on how to retain and grow top talent while building a motivated, high-performing team. They will explore the role of inspiring leadership in shaping employee engagement and learn how to apply behavioural concepts and behavioural economics to influence positive workplace behaviours. Practical strategies for team development will be shared, including how to create an environment that nurtures potential, strengthens loyalty, and aligns individual growth with organisational goals. By the end of the session, participants will be equipped with insights and tools to not only keep the best people in their teams but also to help them thrive and contribute at higher levels.</p>
1.00pm-2.00pm	<b>Lunch</b>
2.00pm-3.30pm	<p><b>Revealing Secret of Influencing Others</b></p> <p>In this module, participants will uncover practical strategies to influence</p>

	<p>people effectively while maintaining trust and collaboration. They will learn how to break down barriers that hinder relationships, manage and engage with difficult personalities, and secure buy-in from employees to support organisational goals. The module also highlights the subtle power of body language and nonverbal communication, showing how these tools can be applied to shape perceptions and influence others—often without them realising it. By combining behavioural insights with real-world workplace scenarios, participants will develop the ability to lead conversations, resolve conflicts, and guide others toward shared success.</p>
<b>3.30pm-4.00pm</b>	<b>Tea Break</b>
<b>4.00pm-5.00pm</b>	<p><b>Boosting skills in Influencing Others</b></p> <p>In this module, participants will develop the art of influence through mastering the power of negotiation. They will learn how to approach negotiations with clarity, maintain control when discussions go off track, and create outcomes that benefit both sides. The session highlights practical methods for building trust, framing arguments effectively, and handling resistance with confidence. By practicing these techniques, participants will strengthen their ability to persuade and lead, emerging as influential individuals who can drive collaboration and secure support for organisational goals.</p>

<b>Time</b>	<b>Day Two</b>
<b>9.00am– 10.30am</b>	<p><b>Self-Development</b></p> <p>In this module, participants will focus on building themselves as leaders by strengthening personal effectiveness and resilience. They will explore how to chart a clear path to success through setting goals, sharpening self-discipline, and continuously upgrading their skills. The session also highlights techniques to reduce workplace stress and maintain balance, enabling managers to stay productive under pressure. In addition, participants will practice active communication strategies that foster stronger connections with their teams and colleagues. By combining personal growth with practical workplace skills, this module equips managers with the confidence and habits needed to perform at a high-impact level.</p>
<b>10.30am-11.00am</b>	<p><b>Break and Networking</b></p>
<b>11.00am-1.00pm</b>	<p><b>High Impact Skills as Managers</b></p> <p>In this module, participants will sharpen the essential skills that make managers truly effective in their roles. They will learn how to conduct meetings that are structured, purposeful, and result-oriented, ensuring that discussions lead to clear decisions and actions. The session also explores how to create synergy between organisational objectives and individual goals, helping managers align team efforts with broader priorities. To support this, participants will be equipped with behavioural skills in time management, enabling them to manage priorities, reduce wasted effort, and maximise productivity. By the end of the module, managers will have practical tools to lead with clarity, align performance, and achieve impact consistently.</p>
<b>1.00pm-2.00pm</b>	<p><b>Lunch Break and Networking</b></p>
<b>2.00pm-3.30pm</b>	<p><b>Team Management as High Impact Managers</b></p> <p>In this module, participants will discover how to create and lead high-performing teams by applying principles of strategic leadership. They will learn how to set a clear vision, foster collaboration, and build trust so that teams remain motivated and focused on shared goals. The module also guides participants in developing practical action plans that translate strategies into measurable results, ensuring alignment with organisational objectives. By combining leadership insights with hands-on planning, participants will be equipped to strengthen team performance and drive their organisation toward greater success.</p>
<b>3.30pm-4.00pm</b>	<p><b>Break and Networking</b></p>
<b>4.00pm-5.00pm</b>	<p><b>Setting the Target as the High Impact Managers</b></p> <p>In this module, participants will learn how to manage and align Key Performance Indicators (KPIs) using behavioural insights to drive meaningful outcomes. They will practice setting clear and realistic goals</p>

	<p>that not only measure performance but also motivate employees to achieve their best. The module emphasises the use of practical tools to track progress, provide feedback, and create accountability. More importantly, participants will explore how to build and sustain a performance-driven culture where employees understand their contributions and are inspired to exceed expectations. By the end, managers will be equipped to set targets that lead to measurable results and long-term organisational success.</p>
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