

Post-Class Reinforcement Materials

Each of the Leadership and Professional Development courses include a suite of post-class reinforcement materials that are unique to each title. Content such as e-books, quick videos, personal and team assessments, tools and templates, and other materials, have been selected to ensure that you continue your journey to ongoing success beyond the classroom. All e-assets, such as books and videos, come with 1-year access.

Mastering Positive Assertiveness | 2 Days

Reinforcement Videos

- Poker and the Art of Management featuring Chris Blake
- Decision Making As a Skillful Collaboration featuring Larry Dressler
- Implementation in Decision Making featuring Jo Owen
- Cognitive Dissonance: Justifying Our Decisions featuring Jill Klein
- Need Role Clarity in Decision Making? Use the RAPID Tool featuring Marcia Blenko
- Aligning Decisions featuring Laree Kiely
- Why Resolve Wins featuring David Maister
- Empowering Decision-Making featuring General Stanley McChrystal
- The Five Root Causes of Team Dysfunction featuring Pat Lencioni
- Allow your People to Take Risks featuring Shelley Stewart Jr.
- Courage and the Importance of Brick Walls featuring Jim Kouzes
- Succeeding as a Team Leader featuring Pat Lencioni
- Breaking Down Silos and Creating Alignment featuring Pat Lencioni
- Evidence-Based Management: The Keys to Great Decision Making featuring Jeffrey Pfeffer
- The Role of Intuition and Experience in Decision Making featuring Chris Blake
- The Five Practices of Exemplary Leadership: Model the Way featuring Jim Kouzes

Book Summaries

- *Beating the Global Odds: Successful Decision-Making in a Confused and Troubled World* by Paul A. Laudicina
- *Wait: The Art and Science of Delay* by Frank Partnoy

Blueprints

- Keys to Being an Efficient and Confident Decision Maker by Florence Quinn, Richard J. Wolff and Pat Fallon

Leader-Led Activities

- Decision Challenges Discussion Guide
- The Need to Be Decisive Discussion Guide
- Organizational Knowledge Discussion Guide
- Decisiveness and Execution Facilitation Guide
- Self Knowledge Facilitation Guide
- Using Skills and Tools to Be Decisive Application Guide

Self-Assessment

- Keys to Decisiveness
- Decision-making Style

Business Impact

- Business Impact: Knowing When to Take Leadership Risks

Challenge

- Challenge: Acting Decisively

Tools

- Needs for Decisiveness
- Executing Strategies
- Technique Review
- Organizational Knowledge
- Decision Challenges
- Team Challenges

Test

- Leadership Advantage Test Yourself: Decisiveness

Core Message

- Leadership Advantage: Decisiveness 2.0

Case Study

- Importance of Decisiveness
- Thinking Things Through
- Using Self Knowledge and Communication
- Risk and Decisiveness

Key Concept

- Key Concept: Decisions and Decisiveness
- Key Concept: Execution Needs Decisiveness
- Key Concept: The Keys to Decisiveness
- Key Concept: Using Thoughts and Tools
- Key Concept: Organizational Knowledge and Communication
- Key Concept: Self Knowledge and Inner Strength
- Key Concept: Types of Decision Challenges
- Key Concept: Helping Your Team be Decisive

e-Books

- Assertiveness: How To Be Strong In Every Situation
- Hard Optimism: How to Succeed in a World Where Positive Wins
- Building Your Self Esteem and Assertiveness Skills: Study Guide; Student Edition

Videos/Courses

- Skills for a Difficult Conversation
- Developing Confidence Through Devotion
- Four Levels of Listening
- Four Levels of Talking