



Influencing for Opportunity Professional Development Series

Course Content

- Part 1: Fundamentals of Influence
- Part 2: Influence: A Choice
- Part 3: Naturally Occurring Influence Patterns
- Part 4: Methods of Persuasion
- Part 5: The Challenges of Influence
- Part 6: Building a life of Influence

Feedback Loop

As well as extensive learning activities, participants complete a Learning Journal and a Skill Development Action Plan, maximizing the potential for learning to be applied on the job.

Together, the participant and their Manager sign-off the completion of the Learning Short-take™ and commit to implementing the Skill Development Action Plan.

Learning Short-take™ Outline

"To listen well is as powerful a means of influence as to talk well and is as essential to all true conversation." Ancient Proverb

The ability to Influence others is critical in today's competitive business environment. Organizations run on influence. Influence enables you to build the relationships you need to get results inside or outside the formal power structure. In order for people to succeed in the flattened hierarchy of the modern corporate environment, they must be able to influence others. Employees and managers alike can no longer assume they have power over others - they must earn it through influence. However we are not born as influential people. This is a skill which must be learned and practiced.

This Learning Short-take™ combines self-study with workplace activities to provide you with the key skills and techniques to influence those around you. You will learn models of influence, influence principles and strategies, as well as how to plan and prepare for important influence opportunities. As a result of this learning Short-take™ you will achieve greater results in your organization, work more productively and effectively in a team environment, and develop stronger working relationships with co-workers, suppliers, customers, and even competitors. The Learning Short-take™ is designed for completion in approximately 90 minutes.

Learning Objectives

- Identify patterns of influence.
- Evaluate how you currently use influence behaviors and identify areas for development.
- Develop influence behaviors for greater personal and business success.
- Establish clear and powerful influence goals.
- Increase influence to overcome resistance.
- Describe how to ask for and receive support.
- Design an approach for formal and informal influence situations; apply the approach to a real-life situation.
- Create a Skills Development Action Plan.