

FranklinCovey

LiveClicks

Webinars from the Division of Personnel



Be Proactive:

Using Your Resourcefulness and Initiative to Get Things Done

Manage yourself proactively to manage others effectively.

Nowadays it takes an exceptional manager to unleash the potential of others and “write a new story” of consistent, enduring success. While “Industrial Age” managers once focused on controlling worker behavior and lacked the skills to proactively manage themselves first, today’s leadership approach requires managers to leverage their own resources and initiative, keep commitments, and take responsibility for results.

As part of The *7 Habits for Managers LiveClicks™ Webinar Series*, this webinar focuses on helping both new and experienced managers learn how to manage themselves proactively to better manage others effectively. Participants discover how to bring their “whole selves” to their work, define their unique contribution, and achieve great and enduring results. They also acquire a set of tools to assist them in meeting today’s management challenges, including prioritization, accountability, trust and execution.

Program Focus:

- Take initiative
- Respond proactively
- Keep commitments
- Take responsibility and exercise accountability
- Leverage resources

This webinar comes with its own downloadable toolkit (participant guide) for use during and after the workshop. Attendees experience the training right from their desk, eliminating travel cost and reducing their organization’s carbon footprint while minimizing time away from the office.

Competency: Accountability and Self-Direction

Cost: \$79.00

For information on all LiveClicks programs currently offered go to <http://training.oa.mo.gov/LiveClicks/liveclicks.html>.

Each LiveClicks webinar is a low-cost module approximately two hours in length that offers compelling content and award-winning videos from FranklinCovey – and live engagement with a Division of Personnel trainer. This webinar can stand alone or be used in conjunction with other training programs or initiatives.

No need to worry about technology. LiveClicks webinars come to you via Adobe Connect Pro, a leading provider for web conferencing and e-learning. As long as the learner has Internet capability, a computer with speakers, Microsoft Internet Explorer 6 or more, Adobe Flash Player 8 or later and a telephone – connectivity should be no problem.

Enrollment is easy! Learners can enroll for a LiveClicks webinar using the same [Online Enrollment Form](#) provided for other workshops. Once enrolled, participants will receive instructions to access the webinar on the day and time the webinar is scheduled.



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