



X·CONSCIOUS
TALENT FOR TALENT

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Learning journey
"Strong work relations "
for consultants



Goals

Thank you for your interest in the services of X-Conscious. I loved working for you in the past, feel free to let me know how I can help in the future.

I send you also some information of Lunch& learns which are available. Short practical learning nuggets integrated in your worktime. Do not hesitate to contact me if you have any questions.

Effective training program for your consultants
easy integrated in worktime and online



Strong work relations

Purpose

Strengthen your employee's communication skills and enhancing their work relationships at clients. The program can be based on your needs or you can choose for a standard package

- Enhanced communication within your teams
- More focus and less frustrations
- More effective work
- Happy clients

For whom?

A program like this is useful for junior employees to give them a good start from the beginning but also useful for more experienced employees to further enhance their skills.

Why relevant

Functioning well in a team is an art and not always easy. But the skills of your employees can be strengthened by giving your employees sufficient background in this field and above all to let them practice in a safe environment.

Scope

The aim is to inspire and motivate to take the theory and first practice to apply in their daily routines. The more the follow-up on this is integrated in your evaluations the stronger the result.

Agenda

1. Smart start
2. Strong relations
3. Strong In teams
4. Strong online





Design:

X-Conscious stands for short practical learning nuggets integrated in your worktime. Focus on learning in the workflow and optimum performance results. Interaction and discussions are key. On the other hand, we keep our sessions light and fun, because people learn best when they are having fun. X-Conscious works together with a collective of certified experts and trainers from Betoobe. Betoobe is a freelance community. As owner of X-Conscious, I am the community lead of the trainers' community. Do not hesitate to contact me if you have any questions.

*“Performance based training programs for your consultants
easy integrated in worktime.”*



Each module exists of:

- ✓ Teasers
- ✓ Reference materials (PowerPoint and/or recording of the session)
- ✓ Live (online) practice sessions
- ✓ Q&A's





Full program

LUNCH & LEARN

Live online learning

STRONG WORK RELATIONS

SMART START



- Self introduction
- Getting to know the team
- Team model of Fry
- Asking the right questions
- Pinning it down

Module 1: Self introduction

Your first week at a client is very important. You want to be at your best. This module will help you as a consultant to make a good first impression.

Module 2: Management of expectations

This module is designed to enable you to make clear agreements from the start.

STRONG RELATIONS



- Basic communication skills
- Active listening and asking questions
- Giving feedback
- Receiving feedback
- Drama and victory triangle
- Collective intelligence
- Inclusive decision making

Module 3: Basic communication

Communication is key for strong work relations. This module 3 will enable you to communicate and listen in a clear and conscious way.

Module 4: Feedback

The way we receive and give feedback in an open and constructive way can reduce the number of conflicts and enhance the effectiveness of the team.

Module 5: Strong relations

Module 5 will take a deep dive in interpersonal relations and understand type of conflicts it will also help you to move teams to decisions.

STRONG IN TEAMS



- Team set-up
- Team model of Fry
- Team archetypes and Hoffman
- Resistance to change
- How to handle resistance
- 2 change models: Adkar & Kotter

Module 6: Working in teams

Understanding the key building stone of teams and your role and allergy in a team will help you to work more easily in a team.

Module 7: Supporting agile change

Module 7 will support you to facilitate small changes in your projects or your teams that you are involved in.

STRONG ONLINE



- Choosing the right medium
- Planning your online days
- Preparing & holding online meetings

Module 8: Online communications

Online communication demands new set of skills. This module will help you to prepare and facilitate your online meetings more easily.

WWW.XCONSCIOUS.BE
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AN DE BOELPAEP & MURIEL HERBST





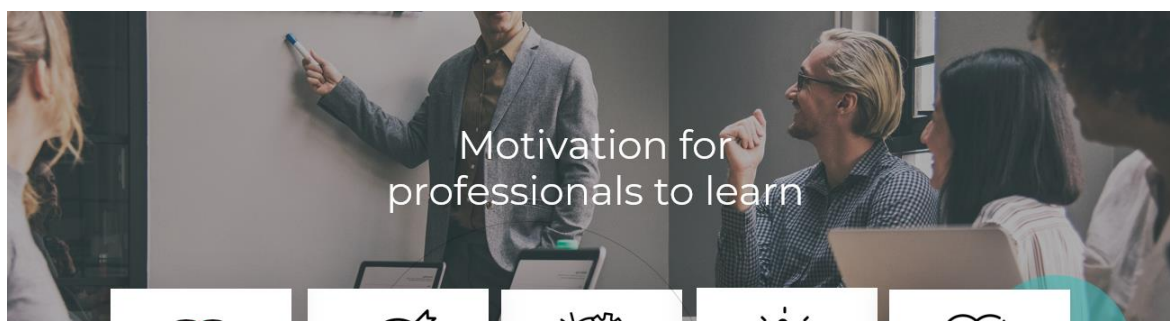
Trainer



An De Boelpaep
owner of X-Conscious

Had the opportunity to work in Learning & Development for large companies such as Pfizer, Bill Gates Foundation (USAID), Ineos, Etex, Prothya Biosolutions. She started out as an engineer and moved quickly to her passion of working with people. Was it in a supervisor role or project lead, a combination of Task orientation and people orientation is my priority.

It is my passion to guide people to improve their personal productivity, so that this increased efficiency leads to more job satisfaction & engagement. Moreover, this personal growth will also boost the organization's growth.



Motivation for
professionals to learn



Relevant



Goal-oriented



Practical



Intrinsic
motivation



Feeling
respected

! Make it Fun !

