

MOTIVATING EMPLOYEES TRAINING

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**How to
motivate
people at work**



COURSE LENGTH: 1.0 DAYS

What motivate employees to aspire for the best possible job performance? The Motivating Employees Training Course from PD Training will teach you the approaches, tools and related knowledge to identify what will motivate your workforce into more responsible and more productive employees.

The Motivating Employees Training Course covers these topics: what is motivation, the Reinforcement and Expectancy factors of motivation, theories of motivation (Herzberg's, Carrot, whip, etc.), different personality types, importance of employee motivation, goal setting, how to identify and address specific issues and challenges of workplace motivation and much more.

This comprehensive training course is available across the U.S., including Atlanta, Austin, Baltimore, Birmingham, Boston, Charlotte, Chicago, Dallas, Houston, Jackson, Los Angeles, Manhattan, Miami, New York, Orlando, Philadelphia, San Antonio and Seattle.

MOTIVATING EMPLOYEES TRAINING COURSE OUTLINE

FOREWORD

Do you know what motivates your staff? There are some employees who are seeking the opportunity to be creative and innovative in their work, and other employees who prefer routine and predictability.

The best way of finding out what motivates your staff is to simply ask them! As obvious as this may seem, there are many managers who have overlooked having this type of conversation with their employees, and end up making assumptions which sometimes prove wrong - and subsequently sometimes resulting in loss of good staff. This program will help supervisors and managers create a more dynamic, loyal, and energized workforce.

OUTCOMES

By the end of this course, participants will be able to:

- ▶ Explain motivation
 - ▶ Apply effective methods of staff motivation
 - ▶ Interpret and discuss the psychological theories behind employee motivation
 - ▶ Develop plans for more effective team motivation including making allowances for different personality types
 - ▶ Set clear & defined goals as part of the motivation process
 - ▶ Identify specific challenges of workplace motivation & learn how to address them
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MODULES

Lesson 1: Getting Started

- ▶ Workshop Objectives
- ▶ Pre-Assignment Review

Lesson 2: A Psychological Approach

- ▶ Herzberg's Theory of Motivation
- ▶ Maslow's Hierarchy of Needs
- ▶ The Two Models of Motivation

Lesson 3: Object-Oriented Theory

- ▶ The Carrot
- ▶ The Whip
- ▶ The Plant

Lesson 4: Using Reinforcement Theory

- ▶ A History of Reinforcement Theory
- ▶ Understanding the Three Factors
- ▶ Using the Three Factors to Motivate in your Workplace

Lesson 5: Using Expectancy Theory

- ▶ A History of Expectancy Theory
- ▶ Understanding the Three Factors
- ▶ Using the Three Factors to Motivate in your Workplace

Lesson 6: Personality's Role in Motivation

- ▶ Identifying your Personality Type
- ▶ Identifying others' Personality Type
- ▶ Motivators by Personality Type

Lesson 7: Setting Goals

- ▶ Goals and Motivation
- ▶ Setting SMART Goals
- ▶ Evaluating and Adapting

Lesson 8: A Personal Toolbox

- ▶ Building your own Motivational Plan
- ▶ Encouraging Growth and Development
- ▶ Getting Others to see the Glass Half-Full

Lesson 9: Motivation on the Job

- ▶ The Key Factors
- ▶ Creating a Motivational Organisation
- ▶ Creating a Motivational Job

Lesson 11: Keeping Yourself Motivated

- ▶ Identifying Personal Motivators
- ▶ Maximising your Motivators
- ▶ Evaluating and Adapting

Lesson 10: Addressing Specific Morale Issues

- ▶ Dealing with Individual Morale Problems
- ▶ Addressing Team Morale
- ▶ What to do when the Whole Company is De-Motivated

Lesson 12: Wrapping Up

- ▶ Words from the Wise
- ▶ Action Plans and Evaluations

WEB LINKS

- ▶ [View this course online](#)
- ▶ [In-house Training Instant Quote](#)