



# Employee Engagement - Take Charge!

learn why engaged workforce is critical to organizational success

HRDF

[www.zohlgroup.com](http://www.zohlgroup.com)

## COURSE CODE: NT-HR-18

LEVEL: Basic

LANGUAGE: Bahasa & English

## OVERVIEW

Employee Engagement - Take Charge! is a program which will guide participants to be more responsible for their future by setting crystal clear goals and making brave choices. In achieving those goals, they will learn to strengthen their communication skills, teamwork and appreciating the world surrounding them. Successful managers know they have to engage their workforce. Engaged employees are emotionally and intellectually committed to the success of the organization. They go the extra distance, are more productive, have lower stress levels, enjoy greater work satisfaction and tend to stay with the organization longer. However, it can be difficult for business owners and senior managers to engage directly with their employees. The Employee Engagement program from ZOHL introduces managers to practical tools that keep a team focused and productive, while connecting with them on an emotional level. It offers a comprehensive understanding of the important components of engagement and how to engage with your team in a meaningful way.

## OBJECTIVES

After attending this program, participants will be able to do the following:

- Gauge how important they take their life, personal and at work or study, and how much potential they have.
- Build a mindset of improving the Quality of their life, both personal and at work or study.
- Polish their view of the world by not taking things for granted.
- Equip themselves with a toolset of building rapport, effective listening, etc.
- Apply proven techniques in being responsible for the happenings around them.
- Achieve personal excellence by understanding and working with the people around them.
- Embark on action plans to immediately improve the Quality of THEIR LIFE.

## COURSE DURATION

2 days (9am—5pm)

Tea Breaks: 10:30am & 3:30pm | Lunch: 1:00pm-2:00pm

**Note:** Please contact our office for Training Date or visit our website for details ([www.zohlgroup.com](http://www.zohlgroup.com))

## METHODOLOGY

This program will be conducted with:

- Interactive Lecturers | PowerPoint presentation
- Management Games | Simulations
- Discussions | Practical Exercise | Role Play | Case Study

## TARGET AUDIENCE

This course is ideal for: AGM, Managers, Executives & Non-Executives

## LOCATION

Mindset Discovery Center™@ZOHL, Bandar Sri Damansara, Kuala Lumpur or Client's Preferred Location or any hotel in the selected Region(s)

## COURSE CONTENT

### **Module 1: Take Charge! of Myself**

Participants will learn to be responsible for the Choices they make, solving problems, and getting their Goals crystal clear.

### **Module 2: Take Charge! of My Communication**

Participants will learn various tools to communicate effectively which will include powerful Neuro Linguistic Programming (NLP) techniques.

### **Module 3: Take Charge! of My Team**

Participants will learn what working in a team means and how to work as a team.

### **Module 4: Take Charge! of My World**

Participants will learn how to make full use of the World around them to achieve their own personal goals.

### **Module 5: My Action Plans**

Participants will put their learning into structured action plans.

### **Group Activity 1**

Participants will craft their group name and design their group logo, which will be used throughout the program.

### **Group Activity 2**

Participants shall be divided into several groups. The groups are then made to challenge each other. The learning from this activity is that to stop finger pointing and to work together. The activity and the debrief should take around 45 minutes.

### **Group Activity 3**

Depending on the size of the group, the participants will be divided into several groups for this activity. Participants will be seated on two opposing sides of the table, and they are to change sides by moving from chair to chair while respecting certain rules imposed on them. The learning from this activity is how the mind, body and spirit of a team can come together to create powerful team dynamics. The activity and debrief should take about 60 minutes (also depending on how fast they solve the puzzle).

### **Group Activity 4**

Participants will be asked to build structures made solely of money and paper clips. The learning from this activity is about how the team comes together to achieve its goals. It will also touch on matters of sacrifice and the importance of bonding with one another. This activity and debrief takes 30 minutes.

### **Group Activity 5**

Participants are given strips of paper and are asked to write their full name on one side of the paper. On the other side of the same piece of paper, they are to write what 'gift' they bring to the team. The 'gift' can be in the form of a commitment, knowledge or skill. Then, with the strips of paper, the participants are asked to make a mat. The learning from this activity is regardless who the individuals of the team are, each comes with their own respective 'gifts' which come together contribute for the benefit of the team. This activity and debrief should take about 30 minutes.

Customized In-House Training Program is available in the following areas:

**Administrative Skills | Career Development | Human Resources | Personal Development | Sales & Marketing | Leadership & Management | Workplace Essentials | Entrepreneurship | Soft Skills | Engineering | Telecoms | IT**

CALL US FOR DETAILS or VISIT OUR WEBSITE AT [WWW.ZOHLGROUP.COM](http://WWW.ZOHLGROUP.COM)



Sebarang pertanyaan sila hubungi Cik Niesa

ZOHL Consultancy Sdn Bhd (332967-D)(GST ID:000327831552)

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## COURSE FEE

RM1,200 per person

(Fee inclusive of Course Material, Attendance Certificate, and Meals)

## CERTIFICATE

Participants will be issued a Certificate of Attendance/Accomplishment upon successful completion of this training program. Full attendance is a pre-requisite.

## HRDF CLAIMABLE

Yes. SBL Khas. If your company contributes to HRDF Fund

## REGISTRATION METHOD

1. **Online:** [http://zohlgroup.com/hrdf\\_registration/](http://zohlgroup.com/hrdf_registration/) OR
2. Download this brochure at: <http://zohlgroup.com/hrdf-brochures/> and fill up the required information. Then please fax to: 03.6279.0663
3. Or contact our office at: 03.6279 9276 / 013.398.1038

## FACILITATOR

**Shazwan Saleh** is a Professional Learning Facilitator who helps people take charge of their personal and professional lives by making brave choices and accelerate their success. He specialises in effective change management, which focuses on sustainable change programs and efforts towards achieving excellence.



After graduating with a Bachelor of Science in Chemical Engineering from Universiti Teknologi PETRONAS, he started his career in utilities' production planning and operations' supervisory before gradually explored business improvements and operational excellence.

He has 11 years' experience in PETRONAS Gas Berhad, including 9 years as a learning facilitator for Operational Performance Improvement modules, where he delivered to all new entrants of all divisions across Malaysia. Along the way, he has gained deep knowledge and skills in interpersonal, intercultural and written communication.

Though completed the Steam Engineer (Grade 2) certification by Department of Occupational Safety and Health (DOSH) in 2012, he continued his passion in learning and development by becoming the Professional Learning Facilitator in 2014, and has since practicing the Take Charge!™ Learning Facilitation System until today.

He also spent 2 years in a transformation team, front-lining technical and cultural change efforts to divisions. Ranked Top 20 under the Leadership Performance Coaching Program for 145 middle management leaders in 2015, he proved that effective leadership is not just a subject matter to be delivered, but also to be put in practice. With Shazwan's help developing effective change implementations, clients can improve productivity of staff, develop sustainable change programs with crystal clear goals, increase clarity of inter-departmental communication, remove silos between workforce and improve team collaboration. All it takes is the willingness to learn and change.

\*Note: Trainer availability is subject to change

## REGISTRATION FORM

Participant#1: \_\_\_\_\_

Position: \_\_\_\_\_

IC No: \_\_\_\_\_

Participant#2: \_\_\_\_\_

Position: \_\_\_\_\_

IC No: \_\_\_\_\_

Training Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Position: \_\_\_\_\_

Tel: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

## PAYMENT

CASH: RM \_\_\_\_\_ OR

CHEQUE No: \_\_\_\_\_

Please fax your bank-in slip to 03.6279.0663 or scan your bank-in slip and email to [training@zohlgroup.com](mailto:training@zohlgroup.com)

\*Please make your cheque payable to:

**ZOHL Consultancy Sdn Bhd**



Account No:  
**514392303373**

Signature & Company Stamp

### Note:

- Date & venue of seminar subject to changes
- Payment must be made 7 days before the training date
- Registration cancelled 7 days prior to the event is subject to RM100 service charge per participant
- No refunds for notice received less than 7 days prior to the event. A substitution may be made at any time at no extra charge.
- Program content may change subject to revision by our consultants from time to time.
- Full fee is required with your registration. 5% Group discount is available - min 3 pax.

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