



# دورة تدريبية في استراتيجيات تعزيز الذات وبناء النجاح المهني



**AGILE LEADERS**  
Training Center

09 - 13 Feb 2027  
أهستردار



## دورة تدريبية في استراتيجيات تعزيز الذات وبناء النجاح المهني

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### The Power Of Yes Versus The Power Of No: Being An Assertive and Agreeable Manager Overview:

Welcome to "The Power Of Yes Versus The Power Of No: Being An Assertive and Agreeable Manager," a unique journey into the realm of interpersonal skills for managers. This course is designed to equip managers with the necessary knowledge to strike a balance between assertiveness and agreeableness. Recognizing the importance of interpersonal skills in the workplace, we explore interpersonal skills types and their practical application in leadership. With a key emphasis on communication and interpersonal skills, participants will learn how to improve interpersonal skills to enhance their effectiveness in the business environment.

#### Target Audience:

- Team Leaders and Managers
- Project Managers
- HR Managers
- Operation Managers
- Department Heads

#### Targeted Organizational Departments:

- Human Resources
- Operations Management
- Project Management
- Leadership and Executive Teams

## Targeted Industries:

- Information Technology
  - Healthcare
- Manufacturing
- Finance and Banking
- Consulting Services

## Course Offerings:

- Understanding the balance between assertiveness and agreeableness
  - Improving communication and interpersonal skills
  - Gaining insights into interpersonal relationship skills
    - Developing technical and interpersonal skills
- Understanding the importance of interpersonal skills in leadership

## Training Methodology:

The course methodology combines case studies, group work, interactive sessions, and feedback sessions, ensuring a holistic learning experience. We focus on interpersonal skills training, incorporating practical exercises that improve your interpersonal skills and communication. Throughout the course, we will showcase various interpersonal skills in leadership scenarios, offering insights on the application of these skills in real-life situations.

## Course Toolbox:

- Interactive Case Studies
- Role-play Scripts for Assertiveness and Agreeableness
- Self-assessment Tools for Evaluating Interpersonal Skills
- E-books and Reading Materials on Leadership Interpersonal Skills
- Workbooks on Improving Interpersonal Skills

## Course Agenda:

### Day 1: Understanding Interpersonal Skills

- Topic 1: Introduction to Interpersonal Skills Types
- Topic 2: The Balance Between Assertiveness and Agreeableness
- Topic 3: The Importance of Effective Communication in Management
- Reflection & Review: Reflect on the Impact of Interpersonal Skills in the Workplace

### Day 2: Assertiveness in Leadership

- Topic 1: The Role of Assertiveness in Leadership
- Topic 2: Techniques for Enhancing Assertiveness
- Topic 3: Balancing Assertiveness and Empathy in Leadership
- Reflection & Review: Reflect on the Use of Assertiveness in Leadership Scenarios

### Day 3: Agreeableness in Leadership

- Topic 1: The Impact of Agreeableness in Team Dynamics
- Topic 2: Leveraging Agreeableness for Conflict Resolution
- Topic 3: Balancing Agreeableness and Decisiveness in Management
- Reflection & Review: Reflect on the Importance of Agreeableness in Collaborative Settings

### Day 4: The Power of Saying Yes

- Topic 1: Identifying Opportunities for Saying Yes
- Topic 2: The Positive Impact of Yes on Team Morale and Innovation
- Topic 3: Navigating Risks Associated with Yes Decisions
- Reflection & Review: Reflect on Scenarios Where Saying Yes Can Lead to Positive Outcomes

### Day 5: The Power of Saying No

- Topic 1: When to Say No: Identifying Situations that Warrant Assertiveness
- Topic 2: Constructive No: How to Communicate Rejections Respectfully and Effectively
- Topic 3: Navigating Risks Associated with No Decisions
- Reflection & Review: Reflect on Scenarios Where Saying No Can Lead to Better Management Decisions

### How This Course is Different from Other Soft Skills Courses:

Unlike other courses, "The Power Of Yes Versus The Power Of No: Being An Assertive and Agreeable Manager" provides an in-depth analysis of interpersonal skills in leadership, highlighting the importance of both assertiveness and agreeableness. This course doesn't just focus on the theory, but emphasizes the practical application of interpersonal skills for managers in the workplace. Through interactive case studies, participants will understand how these skills play a pivotal role in interpersonal relationship management, decision-making, conflict resolution, and overall business success. By training interpersonal skills, we aim to enhance your interpersonal effectiveness skills to foster a more cohesive and productive work environment.



## فئات الدورات التدريبية



HR TRAINING & DEVELOPMENT

دورات إدارة و تطوير الموارد البشرية



دورات إدارة و تحليل البيانات ودورات علم البيانات



دورات إدارة الجودة وتطوير العمليات



الدورات التدريبية في مجال البيئة والاستدامة



دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات



دورات التدريب القانوني والمشتريات والتعاقدات



دورات الاتصال الجماهيري و السياسات والعلاقات العامة



دورات النظم السبراني ودورات تقنية المعلومات



دورات الصيانة ودورات المجالات الهندسية المتنوعة



دورات الصحة والسلامة والأمن المهني



دورات السكرتارية و إدارة المكاتب



دورات الحوكمة وإدارة المخاطر والامتثال



## فئات الدورات التدريبية



دورات معتمدة بشهادة CPD



دورات في مجالات القيادة والإدارة



دورات المهارات الشخصية وتطوير الذات



دورات المحاسبة و التمويل و دورات الإدارة  
الهائية



دورات مكتب إدارة المشاريع وإدارة المشاريع  
الرشيقية



دورات معتمدة من قبل هيئات دولية

## مدن التدريب



اسطنبول - تركيا



أمستردام - هولندا



أنقرة - تركيا



أثينا - اليونان



الرياض - المملكة العربية السعودية



الدوحة - قطر



الدار البيضاء - المغرب



الجبيل - المملكة العربية السعودية



باريس - فرنسا



المنامة - مملكة البحرين



الكويت - الكويت



القاهرة - مصر



براغ - جمهورية التشيك



بانكوك - تايلاند



بالي - جمهورية إندونيسيا



باكو - أذربيجان

## مدن التدريب



جاكرتا - جمهورية اندونيسيا



تيليسي - جورجيا



بوكيت - تايلاند



برشلونة - اسبانيا



روما - ايطاليا



دبي - الامارات العربية المتحدة



جوهانسبرغ - جنوب افريقيا



جنيف - سويسرا



شرم الشيخ - مصر



سيول - كوريا الجنوبية



سان دييغو - الولايات المتحدة  
الامريكية



زنجار - تنزانيا



طوكيو - اليابان



طشقند - اوزبكستان



طرابزون - تركيا



شيكاغو - الولايات المتحدة  
الامريكية

## مدن التدريب



كوالالمبور - ماليزيا



فيينا - النمسا



عن بعد - منصة زووم



عمان - المملكة الأردنية الهاشمية



ماربيا - اسبانيا



لندن - المملكة المتحدة



لانكاوي - ماليزيا



كيب تاون - جنوب إفريقيا



ميلان - إيطاليا



مونترال - سويسرا



مسقط - سلطنة عمان



مدريد - إسبانيا



نيس - فرنسا



نيروبي - كينيا



ميونخ - ألمانيا

# WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

## OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

## OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

## WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.



**AGILE LEADERS**  
Training Center

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