



## LEADERSHIP ESSENTIALS

### LIST OF CONTENT

**17 x ten-minute videos with workbooks**  
**33 x one-minute videos**

#### COACHING

10 mins	Introduction to Coaching
10 mins	Coaching for Change Part 1
10 mins	Coaching for Change Part 2
1 min	Coaching the Individual
1 min	GROW Model for Coaching

#### BUSINESS ROLES

1 min	Business Cases and ROI
1 min	Managing Information Tip 1
1 min	Managing Information Tip 2
1 min	Vision, Mission & Values

#### HIGH PERFORMING TEAMS

10 mins	High Performing Teams
1 min	4 Team Stages - Bruce Tuckman
1 min	Forming Teams
1 min	Norming Teams
1 min	Performing Teams
1 min	Storming Teams

#### GETTING STUFF DONE

10 mins	Being Productive
10 mins	Giving instructions in the workplace
10 mins	Delegation
10 mins	Problem Solving
10 mins	Time Management
1 min	Delegation
1 min	Agile Sprints
1 min	Team Productivity
1 min	Decision Making

#### LEADING A TEAM

10 mins	Being a New Leader
10 mins	Being Part of a Team
10 mins	Employee Engagement
10 mins	Working from Home
10 mins	Working with Other Departments
10 mins	Leading Remote Teams
10 mins	Taking Initiative
1 min	Employee Engagement
1 min	Daily Team Huddle
1 min	Leading in a VUCA World
1 min	No Excuses Leadership
1 min	Appreciation in the Workplace
1 min	Dealing with Change
1 min	Formula for Change
1 min	Managing Interruptions
1 min	Walking meetings

#### PEOPLE MANAGEMENT

10 mins	Handling conflict
1 min	Generation X
1 min	Generation Y
1 min	Generation Z
1 min	Great Meetings
1 min	Having Fun
1 min	Dealing with aggressive staff
1 min	Dealing with Bad Attitudes
1 min	Managing Persistent Lateness