

## Motivating and Delegating

*Use Motivation and Delegation to Create A More Effective Team!*

**Length:** 1/2 Day

**Summary:** Motivation is often the most difficult concept for a manager to adopt in practice. In this course you will examine the concepts of motivation and delegation. You will learn what motivates your workforce and how to delegate without micromanaging or abdicating responsibility. Creating an environment that helps others feel motivated to fully engage in their work is one of the most important contributions a leader can make. Highly motivated employees are more productive, more creative, and more focused on achieving quality results for themselves and their organizations.

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### COURSE CONTENT

#### 1. MOTIVATION

- What Is Motivation?
- Motivation in the Workplace
- Motivational Tools

#### 2. DELEGATION

- What is Delegation?
- Why Delegate?
- Delegation Dilemma
- Barriers to Delegation
- How to Delegate
- Delegating Process