



Live Your Strengths

Welcome to the October 2009 edition of *Live Your Strengths*, the monthly e-newsletter from In Search of Excellence.

In this Edition:

Getting a Return on Your Investment for Training and Development

Fall 2009 Women in Business Series

Live Your Strengths Monthly Challenge: Focus on the Implementation

Getting a Return on Your Investment for Training and Development

Have you ever been to a really useful conference or workshop and left feeling like you had some great ideas that you wanted to implement as soon as you got back to work? Then, when you returned to the office, your email inbox was full, the phone was ringing, and your co-workers needed your assistance. Somehow those great ideas you developed no longer seemed like such a priority in the face of all the urgent work that needed to be dealt with.

Does that experience sound familiar to you? Unfortunately for many (if not most) people, this is a common situation. The result is often long delays in the implementation of ideas that could save time or money, make more sales, or improve the quality of work relationships among team mates.

So does this mean that training and development opportunities are a waste of time? Of course not. However, it does mean that the return on your investment of time and money into your professional development can be greatly improved by doing some prior planning about how you will use the information you learn when you return to your workplace.

Learn how to get the most value for your training and development investment - join me in October's *Live Your Strengths* monthly challenge (see below).

Fall 2009 Women in Business Series

Time is running out to register for the Fall 2009 Women in Business Series – secure your spot now!

Managing Stress – November 6

- Manage your own stress and help others respond to their stress productively

Goal Setting – November 27

- Master effective goal setting

- Document important goals and the relevant measures of success

- Define expected results when goals are kept alive and relevant

For more information or to secure your spot, please contact me denise@insearchofexcellence.ca or 519-923-9968.

Live Your Strengths Monthly Challenge: Focus on the Implementation

To increase your return on investment (ROI) for your learning opportunities, try some of these suggestions:

Prior to the workshop:

1) *Know what you want to learn.* Be very clear about what you hope to learn at the course/workshop by answering the question “What is the one thing I want to learn by the time I leave this session?” If you need some clarification about whether this is the right learning opportunity for you, most trainers/facilitators are very open to hearing from you ahead of time with any questions you may have.

2) *Book time for planning.* Schedule time for thinking about or discussing the items you have learned immediately upon your arrival back to the office. This will be an opportunity to think about how to implement the new information in your specific setting. If at all possible, schedule your planning time first thing when you return – before you even check your messages – otherwise it’s almost certain that there will be something ‘urgent’ to lure you away.

At the workshop:

1) *Make sure you get the information you need from the session.* If possible, ask questions throughout the session to ensure you meet your key learning goal.

2) *Write it down.* Keep a separate page somewhere in your notes just for ideas that require action – the ones you would like to follow up on or possibly implement in your work. If you put these items in with all the other notes you take, the action items may get misplaced or overlooked.

After the workshop:

1) *Create a plan.* Use your scheduled planning time to think about how you can implement these ideas. Come up with first steps to put your ideas into action. If possible, talk to people who might be involved in the decisions and get their feedback.

2) *Make a commitment.* Once you have figured out what your first steps will be, make a commitment to meet with someone (a coach, a manager, a friend, etc) on a specific date in the future to review your progress on this goal. This simple act of making a commitment to someone else will vastly increase the likelihood that you will successfully follow through on implementing your ideas.

Could you use some guidance to get a better return on your investment in training and development? Call Denise for a free 30-minute coaching session to make this your best year yet!

Cheers,
Denise Cornfield-Furlong
In Search of Excellence
www.insearchofexcellence.ca
Tel: 519.923.9968
Fax: 519.923.9997

"Creating the Path to Your Potential"

Subscription Information

Do you know someone who would be interested in receiving the *Live Your Strengths* newsletter? Please feel free to pass it on to those in your network.

Privacy Policy: I never rent, trade or sell my email list to anyone for any reason whatsoever.

Want to subscribe to this newsletter? Visit www.insearchofexcellence.ca for an easy on-line registration page.

Creating the path to your potential

In Search of Excellence
RR#1 Proton Station, ON N0C 1L0
Email: denise@InSearchofExcellence.ca
Phone: (519) 923-9968

© 2009 In Search of Excellence. All rights reserved.
If you no longer wish to receive e-mails from
In Search of Excellence please [click here to unsubscribe](#).