informatech

HUMAN RESOURCES AND TRAINING | HRT-066

Managing Employee Performance, Behaviour & Attitudes

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Course content

Why Attend

Why Attend Employee performance and workplace behavior significantly influence organizational success and productivity. This course provides participants with practical approaches to understanding employee attitudes, improving performance management processes, strengthening communication, and addressing workplace challenges effectively while supporting employee growth and development.

Course Methodology The course combines interactive presentations, case studies, practical exercises, role plays, group discussions, self-assessment activities, and workplace simulations to ensure effective application of concepts and techniques.

Course Objectives By the end of this course, participants will be able to:

• Understand behavioral and psychological factors affecting workplace performance

• Apply effective performance management techniques

• Improve communication and feedback skills

• Support employee development and talent management initiatives

• Conduct effective performance appraisal discussions

• Address challenging behaviors and workplace conflicts professionally

• Develop practical strategies for improving organizational performance

Target Audience

• HR professionals

• Managers and supervisors

• Team leaders

• Employee relations specialists

• Learning and development professionals

• Performance management practitioners

• Professionals responsible for employee development and engagement

Course content

Target Competencies

- Performance management
- Emotional intelligence
- Coaching and feedback skills
- Talent management
- Communication skills
- Conflict management
- Employee development
- Leadership effectiveness

Course outline

Day 1: Understanding Human Behaviour and Emotional Intelligence

- Exploring psychological factors that influence workplace behavior
- Understanding self-awareness and interpersonal awareness concepts
- Examining how beliefs and attitudes influence performance and behavior
- Identifying different personality characteristics and working styles
- Understanding emotional intelligence and its impact on workplace relationships
- Developing self-awareness and stronger interpersonal effectiveness

Day 2: Performance Improvement and Employee Development

- Understanding the principles of employee performance management
- Identifying causes of declining performance and workplace barriers
- Applying structured approaches to performance discussions
- Strengthening communication skills for performance-related conversations
- Applying positive reinforcement techniques to encourage performance improvement

Course content

Course outline

• Developing practical approaches to performance improvement planning

Day 3: Talent Management and Workforce Performance

• Understanding talent management concepts and organizational value

• Reviewing employee sourcing and workforce planning approaches

• Exploring resource planning concepts and workforce flexibility strategies

• Understanding workforce structures and changing organizational needs

• Differentiating succession planning and talent development approaches

• Developing strategies for sustaining workforce capability and performance

Day 4: Performance Feedback and Appraisal Effectiveness

• Understanding the principles of effective performance evaluation processes

• Managing performance discussions within diverse workplace environments

• Recognizing common appraisal challenges and reducing evaluation errors

• Structuring productive and effective performance review meetings

• Applying emotional intelligence principles when delivering feedback

• Strengthening employee engagement through constructive discussions

Day 5: Managing Difficult Behaviors and Workplace Relationships

• Supporting career development and employee growth opportunities

• Understanding and managing challenging workplace behaviors

• Identifying behavioral communication styles and response approaches

• Managing difficult conversations and workplace interactions effectively

• Handling emotionally charged situations professionally

• Developing a personal action plan for continuous management improvement

Seminar dates

Available seminar dates

Live dates and pricing for Managing Employee Performance, Behaviour & Attitudes generated from the course details page.

Date	Location	Format	Fee
9 - 13 November 2026	Kuala lumpur - Malaysia	Classroom	**€1,800.-**
16 - 20 November 2026	Amsterdam - Netherlands	Classroom	**€3,400.-**
7 - 11 December 2026	London - U.K	Classroom	**€3,360.-**
14 - 18 December 2026	Kuala lumpur - Malaysia	Classroom	**€1,800.-**
21 - 25 December 2026	Munich - Germany	Classroom	**€3,400.-**
4 - 8 January 2027	Geneva - Switzerland	Classroom	**€4,200.-**
1 - 5 February 2027	London - U.K	Classroom	**€3,360.-**
1 - 5 March 2027	Amsterdam - Netherlands	Classroom	**€3,400.-**
5 - 9 April 2027	Frankfurt - Germany	Classroom	**€2,600.-**
3 - 7 May 2027	Istanbul - Turkey	Classroom	**€2,560.-**
7 - 11 June 2027	Munich - Germany	Classroom	**€3,400.-**
5 - 9 July 2027	Barcelona - Spain	Classroom	**€3,080.-**
2 - 6 August 2027	Frankfurt - Germany	Classroom	**€2,600.-**
6 - 10 September 2027	Kuala lumpur - Malaysia	Classroom	**€1,800.-**
4 - 8 October 2027	Amsterdam - Netherlands	Classroom	**€3,400.-**
1 - 5 November 2027	London - U.K	Classroom	**€3,360.-**
6 - 10 December 2027	Kuala lumpur - Malaysia	Classroom	**€1,800.-**