

How to get staffs be more proactive and responsible to their work, so that Company can achieve targets and keep growing?

- ☑ How to get staffs understand the mission and strategies of the organization and their own department, thereby being able to set their own targets and increasing their motivation and effort, to contribute to the company?
- ☑ How do staffs know how to set specific and measurable targets, and make a detailed plan to achieve it?
- ☑ How to motivate staffs, but not feeling being forced, help staffs understand their roles, and increase their commitment and responsibility?
- ☑ How do you use the staffs' work performance to appraise them fairly, and give constructive feedback for their development?

IMPLEMENTATION OF MBO (MANAGEMENT BY OBJECTIVES)

Target: Staff, Team leader, Middle management, and Vietnamese management candidate

Training venue: : **At client's company as required**

OBJECTIVES

- Understand the definition, purpose, and the importance of implementing MBO in the organization.
- Understand the process of MBO from goal setting to performance appraisal.
- Manage targets by implementing PDCA circle.
- Practice implementation of MBO in the organization.

TRAINING (2 days)

Part 1: What is Management by Objectives (MBO)

- What is MBO?
- The purpose of implementation of MBO-
- The process of implementation of MBO
 - + Target setting (SMART)
 - + PDCA cycle (Plan – Do – Check – Action)
 - + Evaluation process

Part 2: Introduction to client's current MBO system program and practice

- Introduction of client's current MBO system
- Introduction of forms
 - + Target setting sheet
 - + MBO sheet
- Practice in filling MBO sheet
- Team presentation

Part 3: 1 month Action Plan ~ Implementation of MBO

CONSULTING (optional)

**If clients need to set up a thorough MBO system specifically for your company and have the participants understand and apply it right in their work, Aimnext introduces our consulting program as below:*

Part 1

SYSTEM BUILDING

AIMNEXT

- Build MBO system (forms, process)
- Support Company to explain its mission and strategies to participants.

Part 2

TRAINING & CONSULTING

AIMNEXT

- Provide participants with basic knowledge and process of MBO.
- Support participants in setting targets and making plan.
- Check and give feedback to each of participants to finalize MBO

Part 3

REPORT

AIMNEXT

- Support participants to report to their supervisors about MBO
- Support supervisors to give feedback to their staffs.
- Help participants to adjust based on feedback

** If clients want the clear communication between participants and Japanese management during the consulting, we also provide translation and interpretation services.*