

## The Positive Power and Influence® Programme

Positive Power and Influence (PPI) is a personal development training course that gives participants the skills and confidence to influence people at all levels, and consequently have a greater impact and control over situations and events.

Last year, in the UK more than a thousand key staff from over 300 organisations learned how to take control of influence situations by attending a PPI programme. Globally, more than a quarter of a million people in over 25 countries have learnt these skills, and the programme has been translated into 15 languages.

### The Growing Need for Influence Skills

The move from autocratic, structured, tightly supervised cultures to looser, team-based, project management climates has created the need for people to be more self-reliant and personally competent to achieve their, and the organisation's, objectives. PPI develops personal power and influence and shows how to use it in a positive way to achieve results. Influencing is an essential skill for leadership and management.

### Who Needs Influencing Skills?



### Course Objectives

At the end of the course, participants will be able to:

- use influencing skills to meet their objectives and build working relationships.
- influence others regardless of their position in the hierarchy.
- present their views in a persuasive way with vision and logic.
- stimulate enthusiasm and commitment.
- create a positive impact gaining respect and credibility.

### Who Benefits?

People who have **accountability**, but no **formal authority**, and need to influence others to achieve their objectives

People who deal with clients, suppliers and outside organisations and need to **achieve results** and build **relationships**

**Directors** and **managers** who want to improve their **interpersonal** and **leadership** skills

**Newly promoted** people who now have to deal with more senior managers and create **enthusiasm** and **commitment** in others

**Technical** and **professional specialists** who have no direct line authority but constantly need to persuade others

## How the Business Benefits

The company benefits by:

- developing its most valuable asset – its staff
- empowering people and giving them confidence in their own ability
- building stronger commitment, motivation and job satisfaction
- improving decision quality through greater contribution
- negotiating better deals with suppliers and clients
- growing its own leaders

## Programme Content and Style

During the course participants will:

- analyse their current influencing styles and assess their strengths and weaknesses.
- learn how to use other styles that secure agreement and build trust.
- use visioning to enthuse, motivate and gain commitment.
- learn how to make demands and offer incentives in an acceptable way.
- evaluate which styles are appropriate for different situations.
- practice a real-life, personal influencing situation.

PPI is mainly experiential, with each new skill demonstrated and discussed, and then practised in a series of exercises and simulations of business life. Tutors give guidance and coaching as participants become confident in using their new skills. Participants have the opportunity to analyse and discuss their performance in the various exercises and re-enact them as their skills develop.

## Programme Flow

### Pre-programme assignment

Participants complete an online questionnaire which profiles their current influencing style with feedback from selected colleagues and associates. A hardcopy version is also available.

### Self Assessment

Group exercises provide assessment of personal strengths and weaknesses which form the basis of Learning Goals.

### Explore New Styles

The different influencing styles and techniques are demonstrated, discussed and practised.

### Skill Development

Programme tutors coach participants as they practise their new skills in Self Directed Learning sessions chosen from 24 different exercises.

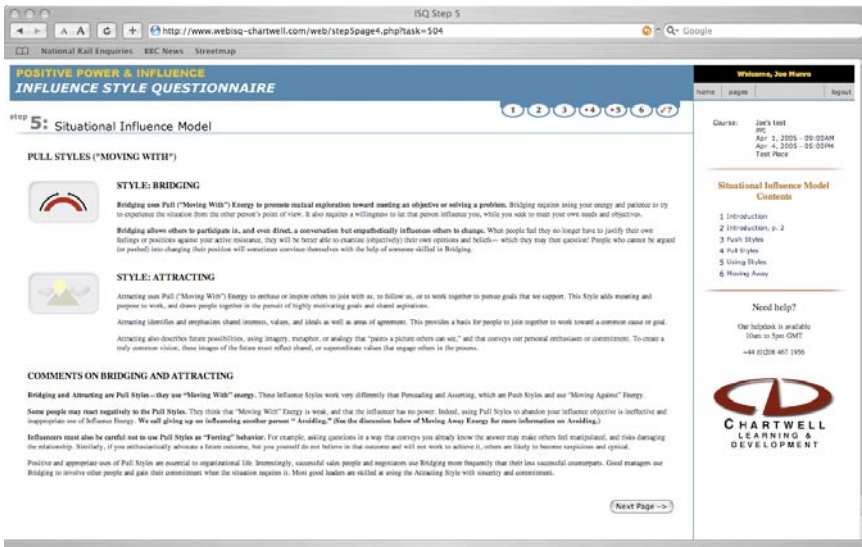
### Skill Application

A Diagnostic Checklist enables participants to select the most effective styles for different situations. Participants rehearse a real life situation of their own choosing.

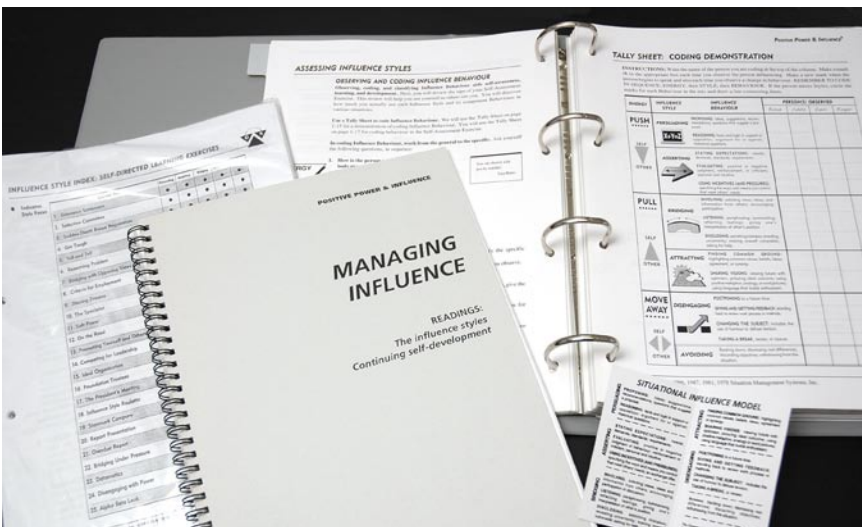
## Research-Based and Continually Developed

PPI evolved from research work carried out in the UK in the early 1970s by David Berlew and Roger Harrison, who identified 'influencing' as an essential interpersonal skill for achieving results. The course was developed by Situation Management Systems Inc. and has been regularly updated and refined. It is now in its fourth edition.

# Training and Reference Materials



The **Internet Influence Style Questionnaire (ISQ)** enables participants to learn about their own influence strengths and weaknesses through self-assessment and feedback from associates. Participants complete the ISQ in advance of the course but may access it for a year after taking part. This enables them to assess their progress against their own personal learning goals.



The programme is supported by a **comprehensive set of materials** used throughout the course and retained for reference afterwards. These include:

- The Course Workbook
- The Reference Book - Managing Influence
- Library of 25 Exercises
- Aide-Memoire

## Who uses PPI?

Major users of Positive Power and Influence include GlaxoSmithKline, Sun Microsystems, Credit Suisse First Boston, BT, JP Morgan Chase, Procter & Gamble, Dell Computers, BAA, B&Q, O2, Vauxhall, E-ON, Scottish Power and many more. Please contact us for a full list or for references.

## Open Programmes

In the UK and Ireland, we hold over 40 open programmes per year. These courses are residential and run for five days. In addition to the standard PPI there is a Directors version for senior staff. Open programmes are run under special agreement with Sheppard Moscow Personal Development. Standard PPI is priced at £2,890 + VAT. Directors' PPI is priced at £3,200 + VAT.

## Forthcoming Open Programme Dates

### Positive Power and Influence Standard Programme

#### 2006

13-17 March	Kent
3-7 April	Yorkshire
24-28 April	Kent
8-12 May	Hampshire
22-26 May	Derby
5-9 June	Kent
12-16 June	Co. Kildare
3-7 July	Cheshire
14-18 Aug	Hampshire
11-15 Sept	Edinburgh
2-6 Oct	Cork
16-20 Oct	Kent
6-10 Nov	Derby
20-24 Nov	Kent
4-8 Dec	Kent

#### 2007

15-19 Jan	Kent
29 Jan-2 Feb	Glasgow
12-16 Feb	Kent
26 Feb-2 Mar	Dublin
26-30 March	Hampshire
16-20 April	Yorkshire

### Positive Power and Influence Directors' Programme

#### 2006

24-28 April	Surrey
15-19 May	Sussex
10-14 July	Yorkshire
25-29 Sept	Sussex
27 Nov-1 Dec	Yorkshire

#### 2007

8-12 Jan	Surrey
23-27 April	Surrey

## **In-Company Programmes**

In-company programmes are run for 8-18 people and last for two, three, four or five days depending on the requirements of the business and the amount of coaching required. These programmes are usually run by Chartwell's network of fully accredited trainers but can be run by a company's own trainers provided they are accredited. Accreditation is open to experienced interpersonal skills trainers who have been PPI participants and acted as co-trainers on a number of courses.

## **More Information and Booking**

To discuss any aspect of the courses, book places or arrange in-house events, contact Joe Munro at Chartwell Learning & Development Ltd, Old Orchard, Bickley Road, Bromley, Kent BR1 2NE.

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