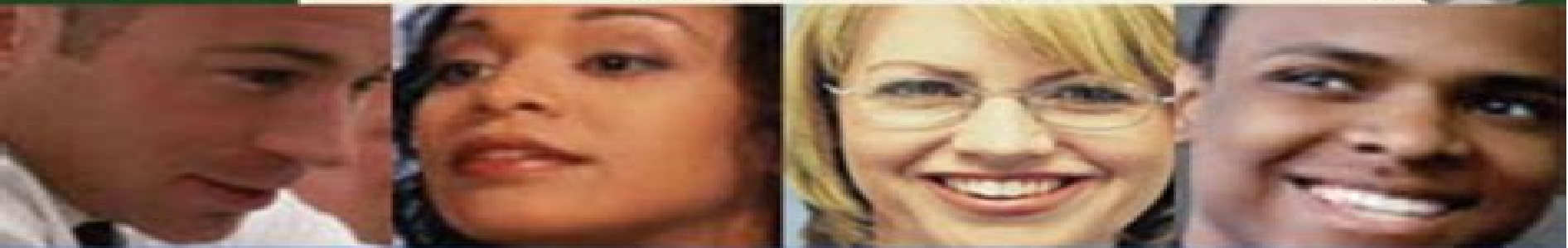


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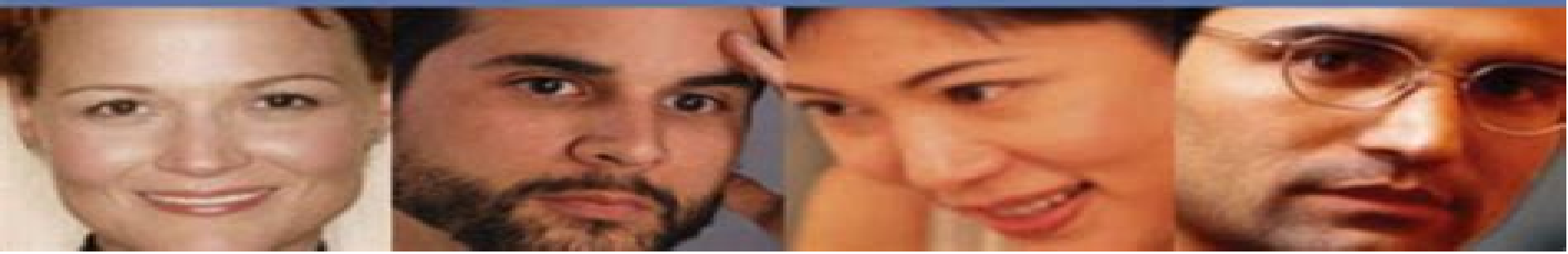
PeopleSmart

Facilitator's Guide

Mel Silberman

From the Best-selling Author of *PeopleSmart*

and Freda Hansburg



Facilitators Guide Peoplesmart

Mel Silberman, Freda Hansburg



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PeopleSmart Facilitator's Guide Melvin L. Silberman, Freda Hansburg, 2005-11-18 Are you ready to show your participants how to bring out the best in their colleagues customers direct reports and bosses Then the PeopleSmart Workshop is for you The Workshop empowers leaders associates or intact teams to Be curious not furious when faced with a challenging colleague Get information and ideas across so they are understood Promote ideas that are accepted rather than resisted Think we rather than me in team situations The Facilitator's Guide includes robust instructions for conducting a Workshop as well as a sample Participant Workbook and People Quotient Scale Also included is a valuable CD ROM with a PowerPoint presentation and video cases Each component is designed to encourage participation increase retention and promotion immediate application The PeopleSmart program can be conducted in twelve hours and contains ten modules eight of which focus on a core interpersonal skill The program features active training techniques which minimize lecturing and maximize learning activities Much of the program is based on examining and practicing skills applicable to actual work experiences Use PeopleSmart to supplement an existing skills training programs or as a foundation of an entirely new program

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Silberman, 2006-01-01 **Peoplesmart, Facilitator's Guide Guts** Silberman, 2006-01-01 **Peoplesmart, Facilitator's Guide Sleeve for CD** Silberman, 2006-01-01 **Working PeopleSmart** Mel Silberman, Freda Hansburg, 2004-07-01

Bringing out the best in others is good business When we bring both respect and interpersonal savvy to our work relationships we do more than make people feel good We enhance personal and organizational performance And as the workplace grows more complex and competitive managing our work relationships becomes even more essential and difficult Now more than ever we need to work people smart Working PeopleSmart describes the six core strategies used by people smart individuals and shows how to apply them in the toughest workplace situations Individuals who are people smart know how to open others up rather than make them defensive or resistant They have a knack for diffusing tension rather than creating it They set a good example through their own behavior on the job and can inspire and influence others with less developed skills Working PeopleSmart can serve as your virtual coach to guide you through difficult work relationships skillfully How do you deal with a critical colleague Make your boss listen to you React to an offensive joke Get the resources you need The authors look at over 50 real life situations and offer people smart prescriptions for handling them effectively They provide coaching tips for each scenario and describe exactly what a people smart response sounds like As two psychologists with both organizational and clinical expertise coauthors Mel Silberman and Freda Hansburg are highly qualified to deliver the message that we can emerge from even the toughest interpersonal moments on the job with dignity and grace Where other books rely on typologies that categorize people according to their interpersonal styles and then offer advice on how to deal with each type the strategies described in Working PeopleSmart are straightforward and universal

They can be used immediately to deal with any type of person or any situation no matter how difficult or sensitive

Exchanging Feedback Mel Silberman, Freda Hansburg, 2000-06 **Facilitating Learning with the Adult Brain in Mind** Kathleen Taylor, Catherine Marienau, 2016-02-09 Practical brain aware facilitation tailored to the adult brain Facilitating Learning with the Adult Brain in Mind explains how the brain works and how to help adults learn develop and perform more effectively in various settings Recent neurobiological discoveries have challenged long held assumptions that logical rational thought is the preeminent approach to knowing Rather feelings and emotions are essential for meaningful learning to occur in the embodied brain Using stories metaphors and engaging illustrations to illuminate technical ideas Taylor and Marienau synthesize relevant trends in neuroscience cognitive science and philosophy of mind Readers unfamiliar with current brain discoveries will enjoy an informative easy to read book Neuroscience fans will find additional material designed to supplement their knowledge Many popular publications on brain and learning focus on school aged learners or tend more toward anatomical description than practical application This book provides facilitators of adult learning and development a much needed resource of tested approaches plus the science behind their effectiveness Appreciate the fundamental role of experience in adult learning Understand how metaphor and analogy spark curiosity and creativity Alleviate adult anxieties that impede learning Acquire tools and approaches that foster adult learning and development Compared with other books on brain and learning this volume includes dozens of specific examples of how experienced practitioners facilitate meaningful learning These brain aware approaches can be adopted and adapted for use in diverse settings Facilitating Learning with the Adult Brain in Mind should be read by advisors counselors instructors curriculum and instructional developers professional development designers corporate trainers and coaches faculty mentors and graduate students in fact anyone interested in how adult brains learn Digital Business and Electronic Commerce Bernd W. Wirtz, 2024-06-04 This textbook introduces readers to digital business from a management standpoint It provides an overview of the foundations of digital business with basics activities and success factors and an analytical view on user behavior Dedicated chapters on mobile and social media present fundamental aspects discuss applications and address key success factors The Internet of Things IoT is subsequently introduced in the context of big data cloud computing and connecting technologies with a focus on industry 4.0 and the industrial metaverse In addition areas such as smart business services smart homes and digital consumer applications as well as artificial intelligence quantum computing and automation based on artificial intelligence will be analysed The book then turns to digital business models in the B2C business to consumer and B2B business to business sectors Building on the business model concepts the book addresses digital business strategy discussing the strategic digital business environment and digital business value activity systems dVAs as well as strategy development in the context of digital business Special chapters explore the implications of strategy for digital marketing and digital procurement Lastly the book discusses the fundamentals of digital business technologies and security and provides an

outline of digital business implementation A comprehensive case study on Google Alphabet explaining Google s organizational history its integrated business model and its market environment rounds out the book **Shaping Smart for Better Cities** Alessandro Aurigi,Nancy Odendaal,2020-11-14 Shaping Smart for Better Cities powerfully demonstrates the range of theoretical and practical challenges opportunities and success factors involved in successfully deploying digital technologies in cities focusing on the importance of recognizing local context and multi layered urban relationships in designing successful urban interventions The first section Rethinking Smart in Places interrogates the smart city from a theoretical vantage point The second part Shaping Smart Places examines various case studies critically Hence the volume offers an intellectual resource that expands on the current literature but also provides a pedagogical resource to universities as well as a reflective opportunity for practitioners The cases allow for an examination of the practical implications of smart interventions in space whilst the theoretical reflections enable expansion of the literature Students are encouraged to learn from case studies and apply that learning in design Academics will gain from the learning embedded in the documentation of the case studies in different geographic contexts while practitioners can apply their learning to the conceptualisation of new forms of technology use Demonstrates how to adapt smart urban interventions for hyper local context in geographic parameters spatial relationships and socio political characteristics Provides a problem solving approach based on specific smart place examples applicable to real life urban management Offers insights from numerous case studies of smart cities interventions in real civic spaces

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