



The Training Course on Solving Human and Organizational Problems (SHOP2)

- Teamwork and Leadership Skill Improvement -

14 - 27 February 2018 (Two weeks) at AOTS Chubu Office (CKC) [Aichi] <To Be Determined>

Course Objectives

The course is designed to enable participants to acquire the following techniques and capabilities so that they can create teamwork in their own group/section and develop their own leadership skills, both of which are necessary for solving human- or organization-related problems in their organizations.

- (1) To activate communication within such a group as their own section of the organization,
- (2) To lead other people while understanding the role of each member to produce the result expected of their own section as a team,
- (3) To understand their roles in attaining their team's objectives,
- (4) To resolve conflicts among team members, and
- (5) To uplift subordinates' motivation by changing their own behavior

Target Participants

Managers and supervisors of an organization

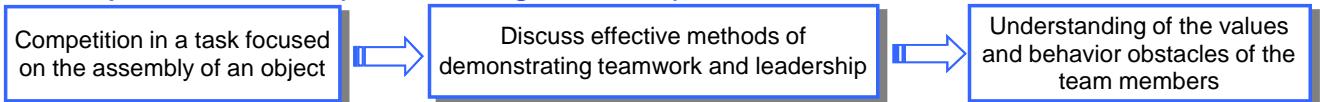
Language

All lectures and visits will be conducted in English or Japanese with translation into English.

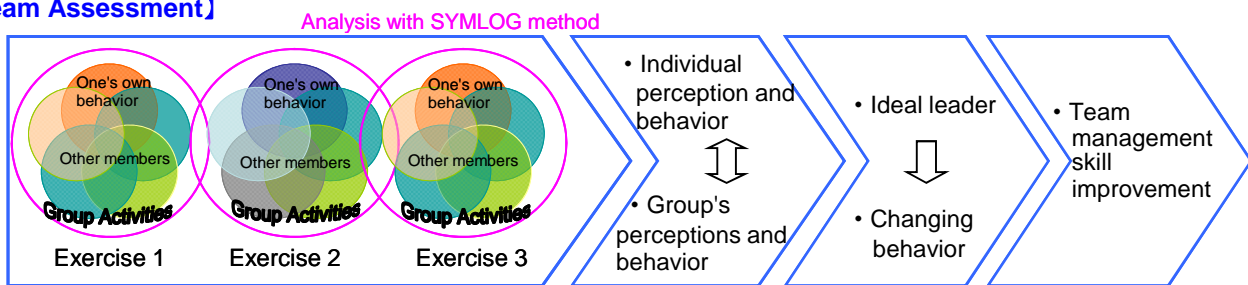
Course Features: A curriculum focusing on participative exercises (group work)

The course will offer a variety of exercises for participants to change their behavioral patterns and perceptions and to enhance their abilities as managers. The course bases these exercise programs on a learning process called "Action-Learning," which induces changes in personal behavior and organizational response based on the result of each exercise. The following are the three major components of the exercise.

[Standard Operation Exercise (Manufacturing Simulation)]



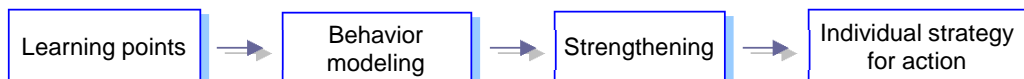
[Team Assessment]



Analysis with the SYMLOG method that uses questionnaires about the mutual observation of group

[Program for Changing Behaviors]

Participants will learn how subordinates are motivated, as well as improve their own leadership and communication skills, by repeating role-plays and watching recording of the role-plays.



— Part of the participation expenses will be covered by subsidy from the Japanese government —

Visit http://www.aots.jp/jp/ikusei/management/files/17shop2_e.pdf for the Program Outline and Participation Requirement

Closing date for application: 21 November 2017

Tentative Schedule of The Training Course on Solving Human and Organizational Problems (SHOP2)

- Teamwork and Leadership Skill Improvement -

Date	Morning Session (9:00-12:00)	Afternoon Session (13:00-16:00)	Evening Session (16 : 00-17 : 00)
13-Feb (Tue.)	(Arrival in Japan)		
14 (Wed.)	Orientation Opening Ceremony/ Program Guidance	LECTURE//EXERCISE: Introduction to Action Learning	LECTURE//EXERCISE: Introduction to Action Learning
15 (Thu.)	LECTURE//EXERCISE: Group Exercise –Working with Operation Standard – 1		
16 (Fri.)	LECTURE//EXERCISE: Group Exercise –Working with Operation Standard – 2		LECTURE//EXERCISE: Team Assessment - 1 (Rating Session 1)
17 (Sat.)	LECTURE//EXERCISE: Problem-Solving Technique	LECTURE//EXERCISE: Problem-Solving Technique	Free
18 (Sun.)	Day off		
19 (Mon.)	LECTURE//EXERCISE: Program for Changing Behavior - 1	LECTURE//EXERCISE: Program for Changing Behavior - 1	
20 (Tue.)	LECTURE//EXERCISE: Team Assessment - 2	LECTURE//EXERCISE: Team Assessment - 2	LECTURE//EXERCISE: Team Assessment – 2 (Rating Session 2)
21 (Wed.)	COMPANY VISIT Case study of Problem-Solving (1) (The 5S's, Sengen Shugi, Safety, etc.)	COMPANY VISIT Case study of Problem-Solving (2) (JIT, Kaizen, etc.)	Free
22 (Thu.)	COMPANY VISIT Case study of Problem-Solving (3) (Small Group Activities, Enhancement of Teamwork)	COMPANY VISIT Case study of Problem-Solving (4) (HRD, In-House Educational Program)	Free
23 (Fri.)	Program for Changing Behavior -2		Free
24 (Sat.)	Day off		
25 (Sun.)	Day off		
26 (Mon.)	LECTURE//EXERCISE: Team Assessment – 3	LECTURE//EXERCISE: Team Assessment - 3 (Rating Session 3)	Preparation for Final Report Presentation
27 (Tue.)	Final Report Presentation	Final Report Presentation	Closing Ceremony
28 (Wed.)	(Departure from Japan)		