The Code 8.0

THE CUTTING-EDGE COACHING PATTERN

VIRTUAL TRAINING

12 HOURS

businesss
L&D SOLUTIONS
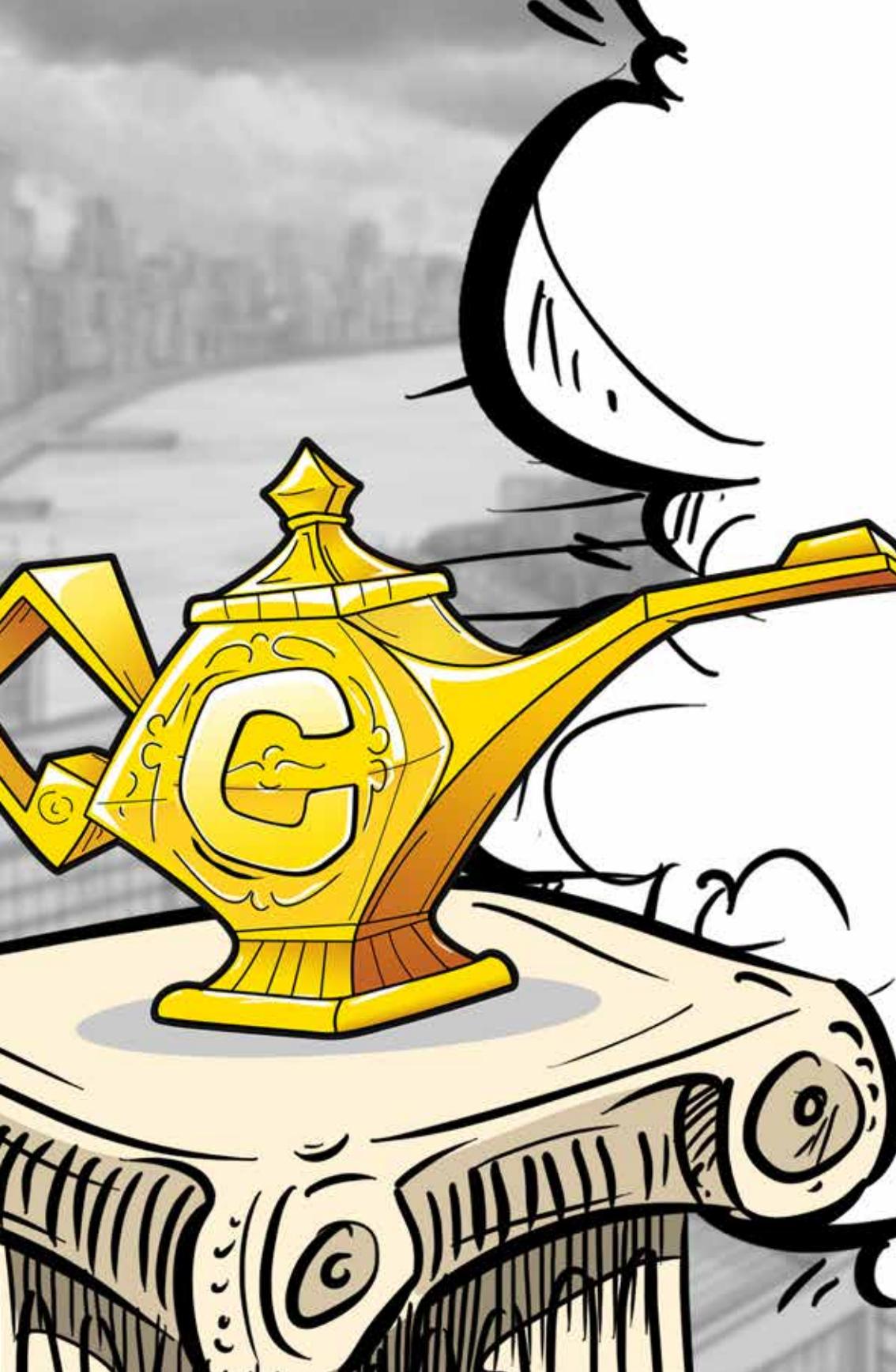
PROGRAM OVERVIEW

Two crucial realities in business today: Get results and Keep your result-getters!

This is becoming increasingly difficult as globalization, technology and demographic changes bombard today's managers. Adding to this, the increased roles and responsibilities placed on managers' shoulders; hence, chaos erupts! First, managers were hired to manage, thus, take care of the business. Then, managers were called upon to act as leaders, thus, provide vision and mission. Now, they must recruit and train, inspire and motivate, correct and empower. How could managers handle all this effectively? Simply, the only answer is to learn to be good coaches.

As a 21st. century manager, you are continuously challenged to shift how you, as a leader, manage your most important resource: your people.

Henry Kissinger once said, "Leaders take their staff from where they are to where they've never been before." That's where coaches drive you; take a diversely proficient group of people, nurture and grow their skills, keep them satisfied and motivated, and, most importantly, in this competitive environment, retain their talent.

MODULE 1
AGENDA

3 HOURS
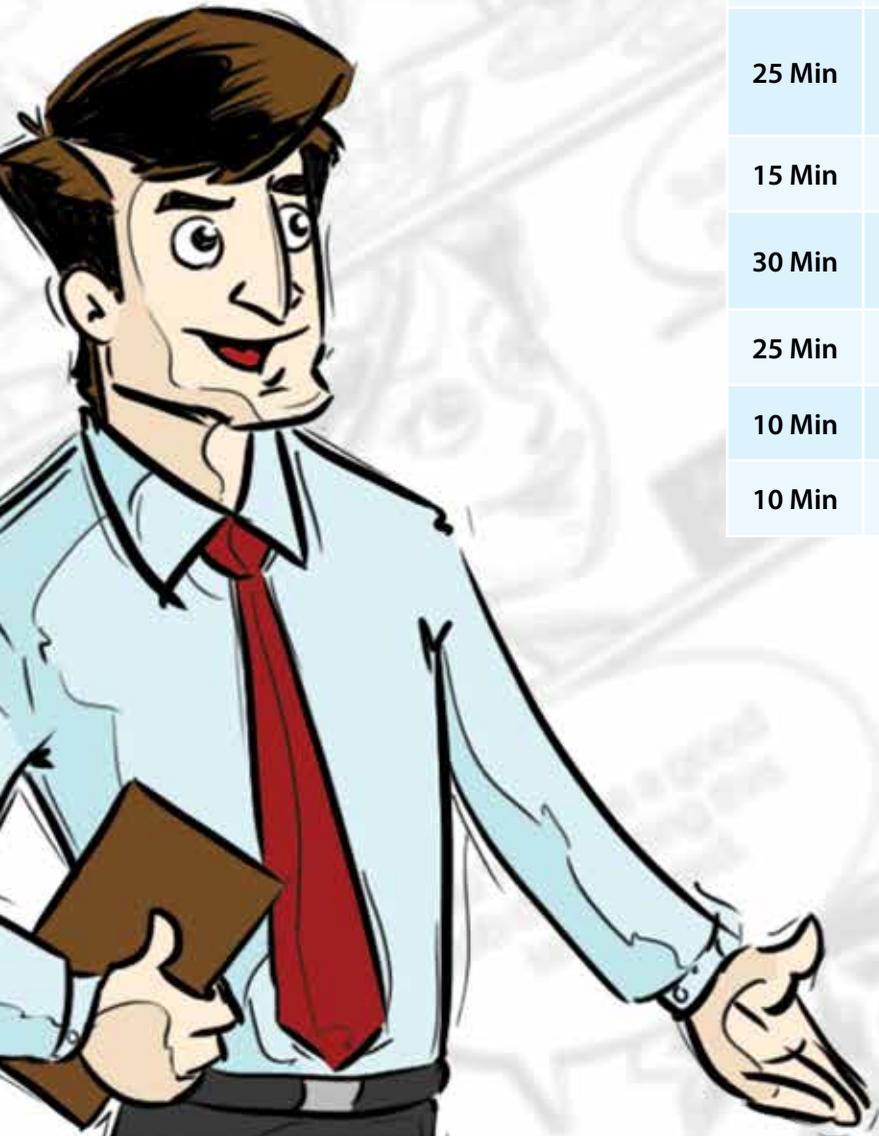
⏱	TOPIC	TOOL	OBJECTIVE
25 Min	Introduction to Code 8.0	🎥 📄	Introduce Code 8.0 expectations and learning outcomes
5 Min	The marvelous encounter	🎥	Intro to Code 8.0 comic book and the 8 coaching pillars
20 Min	**Pillar 1:** Which hat do you wear? Coach me if you can	🎭	Eye opener to what our coaching style is
30 Min	Difference between Coaching, Counseling and Consulting	📋	Understand the different roles played by a Manager and assess his own style
25 Min	Difference between Coaching, Mentoring and Feedback	🧍	Differentiate between the 3 managerial communication levels
15 Min	Energizer	🧍	Motivate & refresh trainees
30 Min	Feedback	🎥	How to provide Positive Feedback vs Constructive Positive Feedback
25 Min	Mentoring	🎥	Understand what Mentoring skills is needed to be a successful mentor
10 Min	Who is your best Teacher?	🧍	Cliff hanger to the next Module
10 Min	Recap through using "digital activity" game	🧍	Recap on Module 1 Content

Breakout Rooms Annotate Video Flipchart

Assessment Digital Activity Role Play zoom

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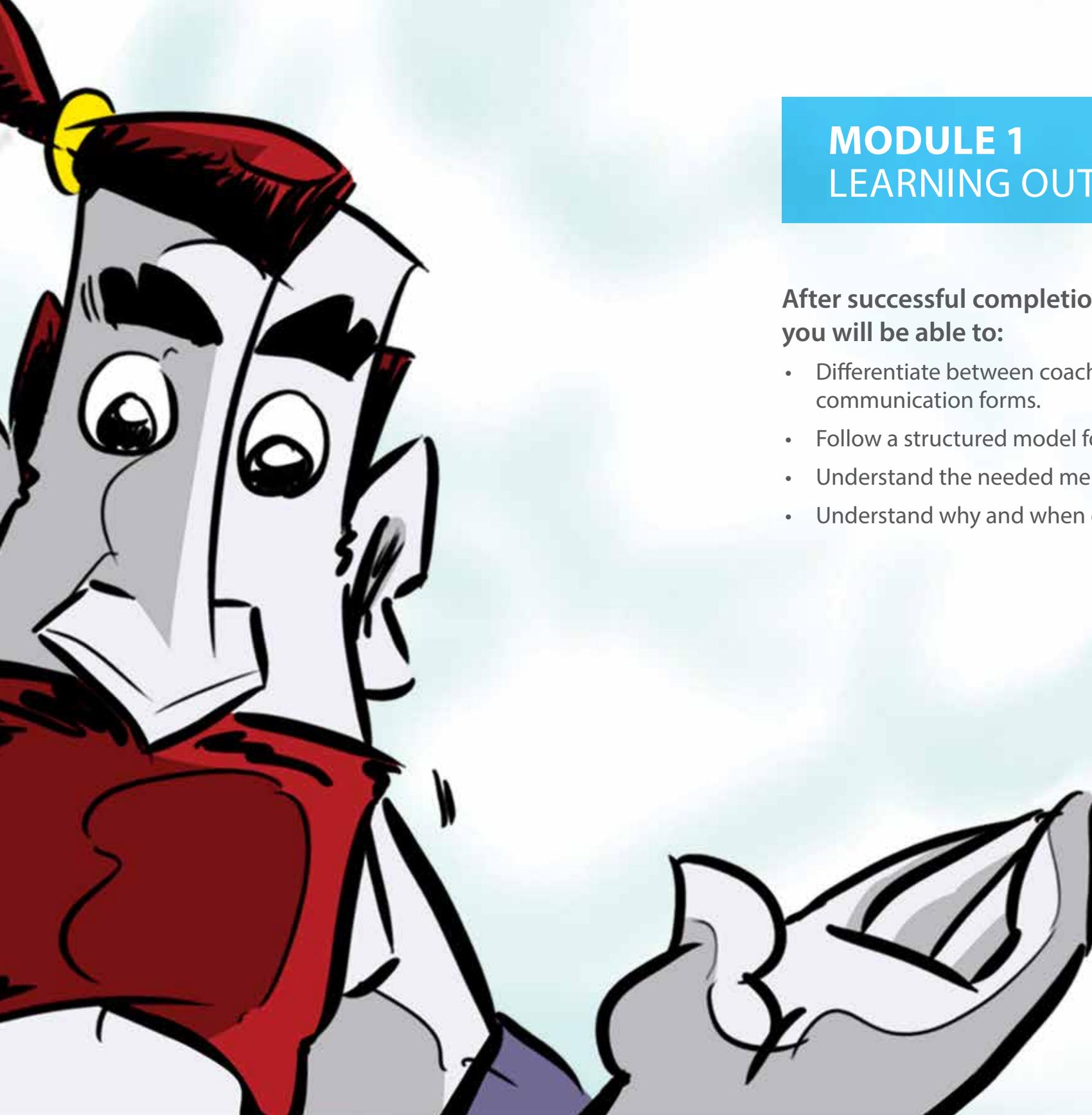
After successful completion of this workshop you will be able to:

- Differentiate between coaching and other communication forms.

- Follow a structured model for Feedback.

- Understand the needed mentoring skills.

- Understand why and when coaching is used.

MODULE 2
AGENDA

🕐 **3 HOURS**

🕐	TOPIC	TOOL	OBJECTIVE
30 Min	**Pillar 2:** Coaching Definition	📹 📋 👤	Define what coaching is
10 Min	Why do Managers fail to coach?	▦	Identify coaching main challenges
25 Min	**Pillar 3:** Performance VS Development Coaching	📋 👤	Differentiate between Performance and Development Coaching and define each of which
30 Min	Strength Coaching Assessment	📝	Recognize our Strengths Points and introduce a new mindset of strength coaching
15 Min	Energizer	👤	Motivate & refresh trainees
20 Min	9 Box Performance Grid	▦	Introduce how to coach different types of employees
25 Min	Supportive vs Directive coaching	👤	Differentiate between the Supportive vs Directive Coaching
5 Min	**Pillar 4:** Coaching in the Digital Era	✏️	Understand the tools and its pros and cons, in addition to how you could use them
10 Min	Pros and Cons	👤	Discover the Pros and Cons of Coaching in the Digital Era
5 Min	New Coaching platforms (online search activity) and Virtual tools	👤	Acquire coaching tools that enhance the coaching process effectiveness
5 Min	Tips and tricks for a perfect online coaching session	👤	Discover some hacks to make a better remote coaching session
10 Min	Dos and Don'ts in a coaching session	👤	How to prepare yourself before a coaching session?
5 Min	Recap through using "digital activity" game	👤	Recap on Module 2 Content

▦ Breakout Rooms　　✏️ Annotate　　📹 Video　　📋 Flipchart

📝 Assessment　　👤 Digital Activity　　🎭 Role Play　　📹 zoom

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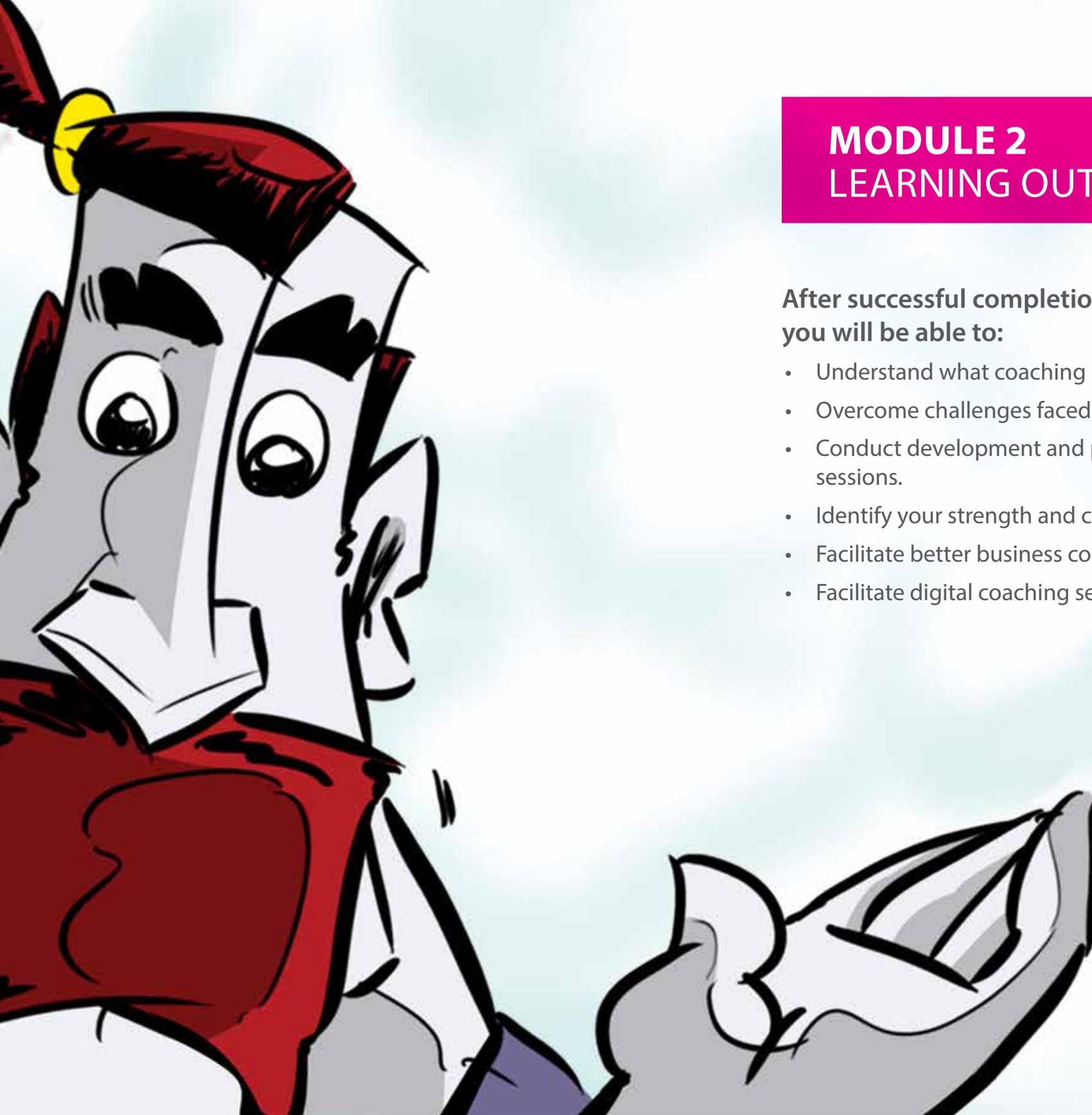
After successful completion of this workshop you will be able to:

- Understand what coaching is.

- Overcome challenges faced by coaches.

- Conduct development and performance coaching sessions.

- Identify your strength and character traits.

- Facilitate better business coaching sessions.

- Facilitate digital coaching sessions perfectly.

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MODULE 3
AGENDA

3 HOURS
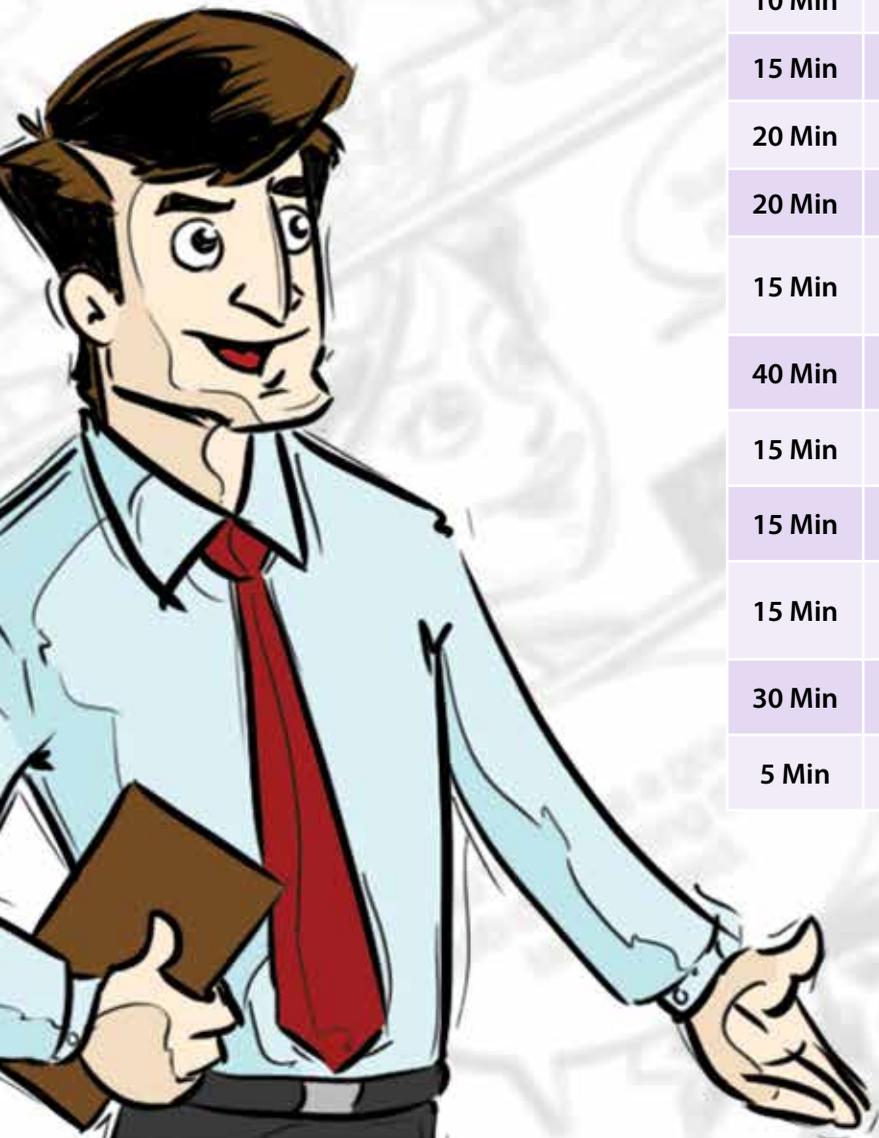
🕐	TOPIC	TOOL	OBJECTIVE
20 Min	Coaching Process "CLEAR GAINS"	🚶	Understand and perform how coaching sessions work and competencies needed to perform well in such sessions
20 Min	**Pillar 5:** Listening Are you a good listener?	🚶 🎥	Recognize effective listening skills and evaluate my skills accordingly
10 Min	7 Keys for active listening	✏️	How to be a good listener?
20 Min	**Pillars 6:** Power of Questioning	🚶 🎥	What is Questioning and how crucial it is for a successful coaching session
10 Min	Types of Questions	📄	Practice different questioning techniques
15 Min	Energizer	🚶	Motivate & refresh trainees
20 Min	**Pillar 7:** "GAINS" Coaching Model	📄 🚶	Introduce the Gains Model
20 Min	Coaching session goals activity	🚶	Why setting goals is the most important step of any coaching session
15 Min	Coaching tools	🚶	Introduce coaching tools and how they can be used for the manager's benefit
40 Min	DISC (assessment)	🎥 📄 🧠	Sample coaching tools and how to utilize in the coaching session
15 Min	Energizer	🚶	Motivate & refresh employees
15 Min	Challenging for ideas	🚶	The best idea for me is the one I believe it will work
15 Min	Helping my employee set an action plan	🔲 📄 🚶	How to set a perfect action plan
30 Min	Coach me if you can	🎭	Practice
5 Min	Recap through using "digital activity" game	🚶	Recap on Module 3 Content

Legend:
- 🔲 Breakout Rooms
- ✏️ Annotate
- 🎥 Video
- 📄 Flipchart
- 🧠 Assessment
- 🚶 Digital Activity
- 🎭 Role Play
- 💻 zoom

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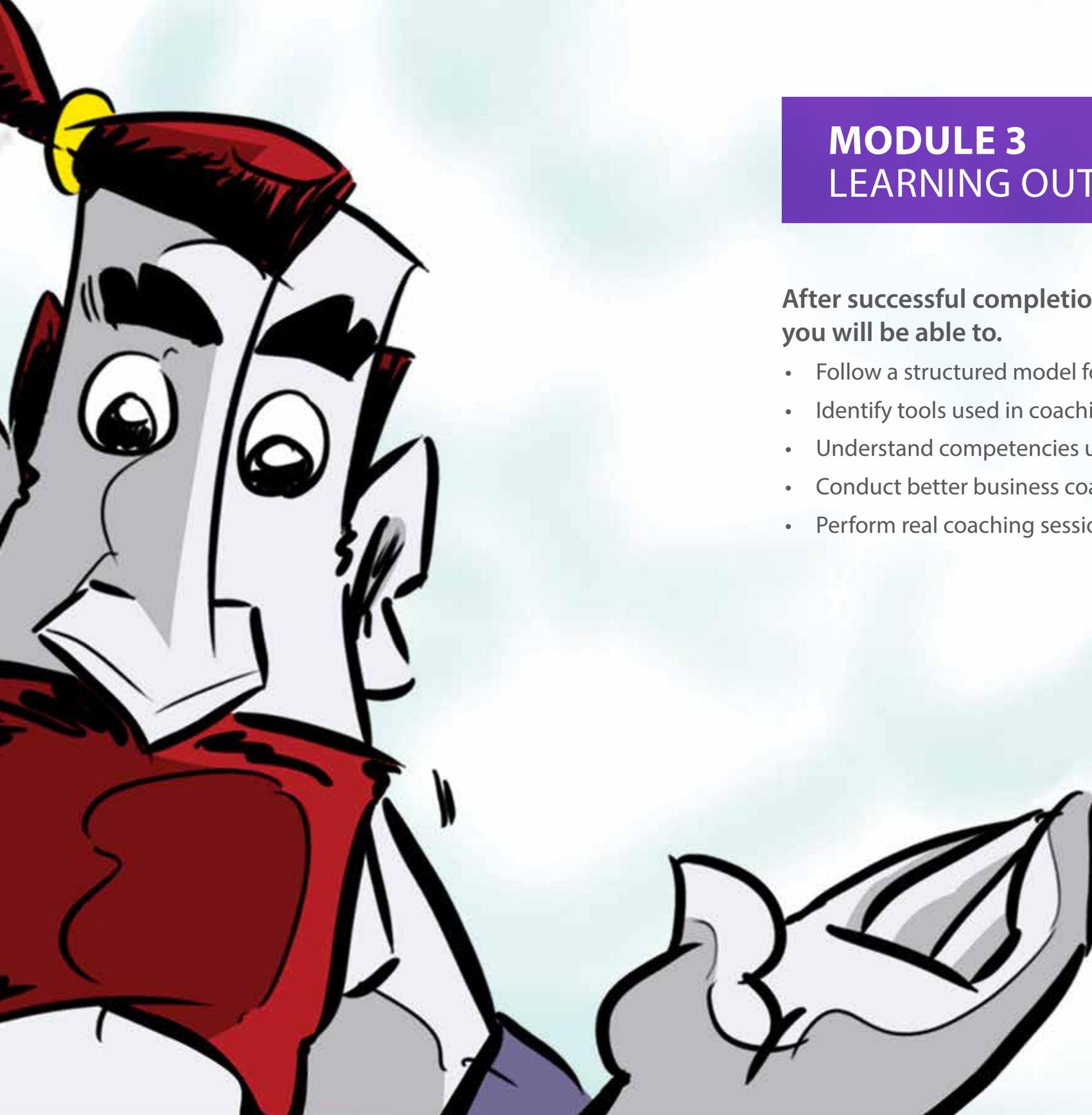
MODULE 3
LEARNING OUTCOMES

After successful completion of this workshop you will be able to.

- Follow a structured model for Coaching.

- Identify tools used in coaching sessions.

- Understand competencies used in effective coaching.

- Conduct better business coaching sessions.

- Perform real coaching sessions.

MODULE 4
AGENDA

🕐 **3 HOURS**

🕐	TOPIC	TOOL	OBJECTIVE
90 Min	**Pillar 8:** Get a Mentor	📑	Listening and assessing the assignments
15 Min	Energizer	🎭	Motivate & refresh trainees
60 Min	Giving Feedback	📋	The Mentor coach gives his feedback regarding what can be improved after the practice
30 Min	Action plan	🎭	Attendees are to write their individual action plans

▦ Breakout Rooms   ✏ Annotate   🎥 Video   📋 Flipchart

📑 Assessment   🎭 Digital Activity   🎭 Role Play   📹 zoom

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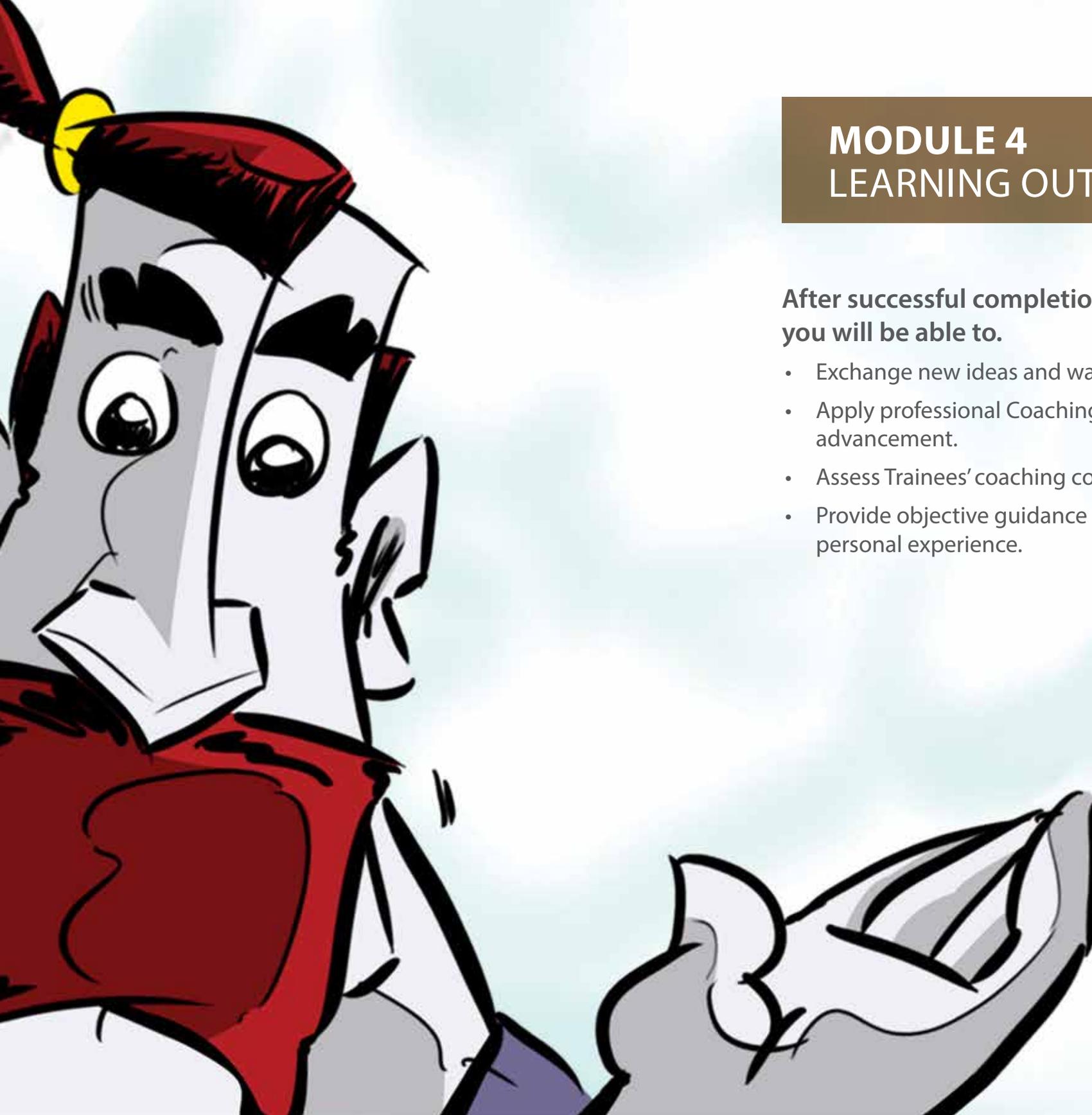
MODULE 4
LEARNING OUTCOMES

After successful completion of this workshop you will be able to.

- Exchange new ideas and ways of thinking.
- Apply professional Coaching development and advancement.
- Assess Trainees' coaching competency.
- Provide objective guidance and feedback based on personal experience.

TOOL KIT

Bbusinesss will equip the attendees with the coaching toolkit that involves the necessary applicable tools in many of the coaching situations the coach may go through, and a lot of reference that will help his coaching journey grow, also will the comic book Plus the DISC assessment cards.

ANIMATED SCENES

This visual platform consisting of the Comic Book scenes and its animations, serves the purpose of showing some situations that happen at work - as a simulation of these contexts. This provides the opportunity to analyze these situations facing the manager with his team members and discover what causes the success or failure of these interactions – the thing that might eventually affect the coaching conversation and its effectiveness.

DIGITAL TOOLS

Blending the digital version and the classroom version of Code.8, Bbusinesss will empower the trainees with the knowledge through a well designed digital training with the benefit of a live trainer with live interactions and group activities.

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L&D SOLUTIONS

www.Bbusinesss.com

info@Bbusinesss.com

TollFree
+971800 **Bb World**
2296753

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