Soft skills

Knowing Yourself to Manage Better

One day to get to know your management style, your preferences, your values and your reactions under tension, and to measure their effects on the team. Using a self-assessment questionnaire, feedback from the other participants and situations they have experienced, each manager identifies their strengths and blind spots, then chooses two behaviours to develop. A 360° assessment can complement the process before and after the session.

Duration : 1 day

Objectives

1. Identify your working preferences and dominant management style
2. Explain the effect of your style on employees with different profiles and needs
3. Spot your reactions under tension and what triggers them
4. Link your personal values to your decisions as a manager
5. Build a progress plan around two observable management behaviours

Programme

Day 1 — morning

• Why know yourself when you manage: the effect of the manager on the team's climate and results
• Self-assessment questionnaire on working preferences and management styles
• What I know about myself, what others perceive: strengths and blind spots
• Personal values and manager decisions: a ranking exercise

Day 1 — afternoon (workshop)

• My behaviour under tension: triggers, reactions, effects on the team
• Adjusting your style with an experienced employee, a newcomer, an employee in difficulty
• Cross-feedback between participants on the role plays
• Workshop: a progress plan on two behaviours, then a knowledge test

Teaching methods

• Self-assessment questionnaire used as a starting point, with no labels or ranking of people
• Cross-feedback between participants, with ground rules of kindness set at the start
• Management role plays drawn from participants' daily work
• 360° assessment possible before and after the session
• Personal progress plan written during the session

Assessment and documents

Knowledge test at the end of the day, post-training evaluation at D+1. Each participant receives a numbered training certificate, verifiable online; the company receives the training report, without the individual questionnaire results.

Bilingual materials for every participant; each classroom course comes with its digital twin on OmniLearn.

Good to know

Taken together with “Understanding Others’ Motivations and Behaviours”, this day forms a two-day set: understanding yourself, then understanding the people you deal with.

Practical information

Duration	1 day
Audience	Managers, new managers, department heads
Prerequisites	Hold, or be about to hold, a supervisory role
Group size	Groups of 6 to 12 participants, in-company
Format	In-company, face to face on your site
Language	French, Darija or English; bilingual materials
Funding	OFPPT special training contracts (TFP), GIAC, Maroc PME: we prepare the applications with you, at no extra cost.
Programme customisation	Programme adapted to your procedures, your equipment and your audience

Frequently asked questions

Do you use a personality test?

We use a self-assessment questionnaire on preferences and management styles, as a starting point for reflection. It is not used to classify people or select them, and its results stay with the participant.

How is this different from “Understanding Others’ Motivations and Behaviours”?

Here the manager looks at themselves: their style, values, reactions. The other day turns the gaze towards the people they deal with, to understand what makes them act.

Is this course suitable for a new manager?

Yes. It helps install a stance from the start of a new post. An experienced manager finds a chance to check whether their style has kept pace with their growing responsibilities.

What does the 360° assessment involve?

A questionnaire on the manager’s observable behaviours, completed by themselves, their hierarchy, their peers and their employees. Done before and after the session, it shows what has changed in the eyes of those around them.