Soft skills

Moving to Action: From Intention to Execution

A half day to stop putting off the actions you know are needed. You identify what blocks the move to action (a task that is too vague, fear of error, waiting for the ideal moment, scattering), turn an intention into a concrete first action, set your own deadlines and put a simple follow-up in place. Each participant leaves with a stalled file set moving again and a plan for the next fifteen days.

Duration : 0.5 day

Objectives

1. Identify your own brakes on moving to action: vagueness, perfectionism, fear of error, scattering
2. Turn an intention into an expected result, then into a first achievable action within 48 hours
3. Set deadlines and verifiable commitments, including towards a third party
4. Track your execution with a simple tool and adjust without giving up

Programme

Half day

• Intention, decision, action: where good resolutions get lost

• Self-diagnosis: your brakes on moving to action

• From intention to plan: expected result, first action, next steps, deadlines

• Announced commitment and a follow-up buddy: making yourself accountable for your actions

• Workshop: restarting a stalled file and a fifteen-day plan, then knowledge test

Teaching methods

• Self-diagnosis of the brakes on moving to action

• Work on a real stalled file brought by each participant

• Follow-up buddy pairs formed during the session

• Case of a logistics manager who has been putting off revising the storage plan for months

Assessment and documents

Knowledge test and a fifteen-day action plan written in the session. Follow-up evaluation at D+1, numbered training certificate verifiable online, training report for the company.

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

Good to know

Logical next step: "Persevering Through Obstacles" (half day), to keep up the effort when difficulties arrive, then "Achieving Your Results: Performance Culture".

Practical information

Duration	0.5 day
Audience	Any employee, manager or project manager
Prerequisites	No prerequisites; bring a project or an action on hold
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

Who is this module for?
Any employee, manager or not, who sees postponed projects piling up: an improvement never launched, a file pushed back, a decision taken but not applied.

How does it differ from "Persevering Through Obstacles"?
This module is about starting: moving from intention to the first step. "Persevering Through Obstacles" is about what follows: carrying on when the action meets difficulties or setbacks.

Do I need to bring a topic?
Yes. Each participant brings a file or project they keep postponing. The workshop turns it into a concrete action plan, then followed up in pairs.