

# Supervisors And Managers

## Employee Motivation Course Outline:

### Module One: Getting Started

- Icebreaker
- Housekeeping Items
- The Parking Lot
- Workshop Objectives

### Module Two: A Psychological Approach

- Herzberg's Theory Of Motivation
- Maslow's Hierarchy of Needs
- The Two Models and Motivation

### Module Three: Object-Oriented Theory

- The Carrot
- The Whip
- The Plant

### Module Four: Using Reinforcement Theory

- A History of Reinforcement Theory
- Behavior Modification in Four Steps
- Appropriate Uses in the Workplace

### Module Five: Using Expectancy Theory

- A History of Expectancy Theory
- Understanding the Three Factors
- Using the Three Factors to Motivate in the Workplace

### Module Six: Personality's Role in Motivation

- Identifying Your Personality Type
- Identifying Others' Personality Type
- Motivators by Personality Type

### Module Seven: Setting Goals

- Goals and Motivation
- Setting SMART Goal
- Evaluating and Adapting

### Module Eight: A Personal Toolbox

- Building Your Own Motivational Plan
- Encouraging Growth and Development
- Getting Others to See the Glass Half-Full

### Module Nine: Motivation On the Job

- The Key Factors
- Creating a Motivational Organization
- Creating a Motivational Job

### Module Ten: Addressing Specific Morale Issues

- Dealing with Individual Morale Problems
- Addressing Team Morale
- What To Do When the Whole Company is De-Motivated

### Module Eleven: Keeping Yourself Motivated

- Identifying Personal Motivators
- Maximizing Your Motivators
- Evaluating and Adapting

### Module Twelve: Wrapping Up

- Words from the Wise
- Review of Parking Lot
- Lessons Learned
- Completion of Action Plans and Evaluations