

€ TRAINING

Management Skills and Techniques for
Engineers





Management Skills and Techniques for Engineers

Introduction:

The Management Skills and Techniques for Engineers training program is designed to equip engineers with the necessary skills and knowledge to excel in managerial roles within technical environments. Through a comprehensive program, participants will learn effective management strategies, leadership techniques, and organizational principles tailored to the unique challenges of engineering settings.

Program Objectives:

At the end of this program, the participants will be able to:

- Develop insight into the functions of management
- Apply project planning skills from a business perspective
- Identify and use the right performance Indicators KPIs to manage business performance
- Communicate and work with others to achieve the desired goals
- Acquire team-building techniques to enhance business performance
- Employ unbiased problem solving and decision-making practices

Targeted Audience:

- Engineers transitioning into managerial roles.
- Technical professionals seeking to enhance their management skills.
- Engineering managers looking to improve their leadership abilities.
- Individuals aspiring to lead technical teams effectively.
- Engineers aiming to develop a broader understanding of business management principles and techniques.

Program Outlines:

Unit 1:

The Journey From Technical to Managerial:

- Engineers versus management.

- Typical issues faced by engineers when they become managers.
- The fundamental shift in roles.
- Managing the transition.
- Understanding the different functions of management.
- Productivity - A management perspective.
- Essential skills for engineers Technical, Managerial, Leadership.
- Management mistakes engineers need to avoid.

Unit 2:

Planning and Organizing Tools and Techniques:

- At a personal level.
- At a project management level.
- Fundamentals of project management - A quick review?
- Scheduling and organizing.
- Workforce planning.
- Leading projects successfully.
- At an organizational level.

Unit 3:

Managing Performance:

- Engineers and business performance management.
- Setting performance expectations.
- Working with key performance indicators KPIs.
- Developing 'SMART' business objectives.
- Business targets and performance standards.
- Management and motivation.

Unit 4:

Working With Others:

- Engineers as business influencers.
- Barriers to communication.
- Developing effective communication.
- Managing conflicts.

Unit 5:

Building Successful Teams:

- Teams and teamwork.
- Engineers as team leaders.
- Understanding group dynamics.
- Building high-performance teams.
- Stages of team formation.