



Overview of Professional Development Trainings & Workshops

Professional development trainings and workshops are offered across a range of important topics focused on today's business owners, executives and professionals looking to achieve more impact and greater results in their business and efforts, both professionally and personally. FocalPoint trainings utilize content from Brian Tracy International, one of the world's premier training and development companies over the last three decades, and who has helped millions of professionals worldwide.

Most trainings and workshops can be offered in a variety of formats from one hour to 90 minute 'lunch and learns' or power presentations, to half day, full day, and two day seminars and workshops. Some of these programs also come complete with workbooks and exercises for putting the concepts into practice. For more information and to discuss solutions for you and your organization, please contact Ken Malouf, President & Owner of Game Time Strategies, at ken@gametimestrategies.com.

Coaching Skills for Leaders

Business owners and executives know that the success of their organizations rely heavily on their ability to develop and motivate their team members to performance. But today's leaders and managers are required to take a new and different approach to managing and leading their teams. The old, directive style of management no longer works and, in fact, is a clash with the new millennial generation. In the words of Peter Drucker, "the leader of the past knew how to tell; the leader of the future will know how to ask." This presentation provides an overview of how business leaders and managers can learn to adopt and apply a coaching style of management – leading to higher levels of performance and motivation from their team members. Attendees will learn the 5 key steps and 6 guiding principles of navigational coaching, how to improve their conscious learning, how to use thought provoking questions to teach and motivate actions, and how to integrate feedback into the coaching style. By learning the tools of how to lead by navigational coaching, owners and executives will achieve better relationships with their team members, higher levels of employee satisfaction and retention, and ultimately motivate and drive higher levels of performance.

Time Management Mastery

For business owners and executives, their most precious resource is time. With so many potential hats to wear and a constant demand for their attention, leaders and managers struggle to make the best use of their time and often waste a good portion of their time on urgent and/or low value activities rather than the most important, high value needs of their company. This can be crippling to themselves and their organization, becoming one of the largest barriers to achieving business goals. This presentation provides proven tools and techniques to help leaders and other business professionals be more effective in planning and using their time. This includes how to effectively set strategic goals and prioritize them, how to categorize and prioritize tasks thereby maximize productivity for you and your team, how to

eliminate time wasters and overcome procrastination, and how to better delegate and communicate with team members. By learning and applying these tools, owners and executives will learn to be more effective and efficient while opening up more time for them to attend to the most important areas involved in leading their businesses.

Communication Breakthrough & Building Teams

In business, effective communication is one of the most critical factors to becoming a successful leader and professional, achieving results with clients, employees, and partners. However, most leaders are not aware of the significant differences in the behavioral, motivational and communication differences of them, their team members, and their clients and partners. Many leaders often mistakenly assume that others are more similar to them than they actually are, creating barriers to results and relationships. This presentation provides important training and insights into the art and language of behavioral assessments, with focus on the 4 primary DISC behavioral styles and the key attributes associated with each of them. Attendees will learn people's different natural behavioral and communication styles and preferences with different motivators that drive their everyday behavior. It then provides insight into how you can identify these styles when interacting with others. Most importantly, it gives insights and tips on how you can adapt your natural style to those whose style is different than yours, leading to greater effectiveness in communication and business results. These learnings are also applied to how they can be used in developing team members and hiring new ones for certain types of jobs. By learning the most common behavioral styles, how to identify them, and how to adapt to them, leaders and other business professionals will be able to greatly improve their communication effectiveness in all aspects of their business interactions, both internal and external, leading to better results, teams, and business relationships.

Superior Selling

Knowing how to effectively sell to clients, vendors, and partners is an essential capability for all business owners and executives. However, most executives and even sales professionals have not been formally trained in the principles and techniques for selling. In fact, research has shown that as much as 70% of companies do not provide sales training to their teams. This presentation provides an overview of the powerful tools and techniques for identifying your ideal customers, prospecting strategies with potential clients, effectively presenting to and persuading potential clients, overcoming objections, and negotiating and closing the sale. By better understanding and applying these selling tools and techniques, leaders and other business professionals will learn how to plan for and achieve better results in all aspects of their selling efforts with clients, vendors, and partners.

Strategic Planning For Business Growth

The most common goal of business owners and executives is to grow their businesses. But many owners and executives do not have specific, measurable growth goals and strategies or a well-defined business plan that will get them to their objectives. This presentation provides an overview of the key steps business owners should take in formulating a strategic business growth plan – from establishing your company vision and mission, to defining specific business goals with key success metrics, to identifying and accelerating the key levers that drive customer and revenue growth, to calculating different growth and financial scenarios, to translating those into strategies and specific action plans that create a path to your goals. Attention will also be given to critical constraints in your business and the importance of building capabilities and processes that will enable you to scale your business successfully. By better understanding how to plan and implement a business growth strategy along with focus on the levers that drive customer and revenue growth, business owners and professionals will be better prepared to formulate more specific strategies that will get them to their goals.

Developing a Mindset for Success

Business owners and executives know that owning and leading their own organizations can be a mental rollercoaster that can often result in stress, doubt, frustration, and impulsive decisions that can trickle throughout the company. The success or failure of organizations are often determined by its leadership. In fact, it's estimated that close to 80% of what holds back an organization from reaching its goals are within the walls of the organization. And leadership begins with mindset! This presentation overviews how leaders and other business professionals can develop a mindset that will drive success in their organization. It references studies and concepts that show the importance of attitude, how the mindset of the leader can set the tone and culture for the organization, how self-controlling your mindset is a critical factor to beliefs and actions that drive results, how implementing change requires certain variables to overcome a resistant mindset, and how persistence and setting the right expectations are critical success drivers. By learning how to build a mindset for success, leaders and business professionals will find themselves more empowered and more capable of energizing and driving their teams to more successful results.

Establishing Your Business Metrics

Achieving business goals is usually the focus for business owners and executives. However, many have not identified or regularly track the metrics that will get them to those goals. In business, it's often said that what doesn't get measured, doesn't get done. Establishing and tracking your business metrics is one of the most important things business owners and executives can do to ensure that the company is aligned and focused on the areas that will get them to their goals. This presentation provides an overview of the importance of establishing business metrics, how to identify the key metrics that align with your business goals, what some of the different results and performance metrics (KRIs and KPIs) are that you can measure for your business, the key levers that drive customer and revenue growth, and how to establish a simple process for tracking your business metrics. By learning how to define, track, and evaluate your business metrics, leaders and other business professionals will be more effective in establishing the processes and metrics to achieve business performance while better ensuring the progress necessary to accelerate them to their goals.

High Performance Leadership

The ability to effectively lead and drive performance is what separates the most successful business owners and executives from their peers. Leadership is not defined by title or position, but by a proven ability to empower, motivate, inspire, and empower others to achieve greater levels of performance for themselves and the company. This presentation provides an overview of the importance of leadership, along with impactful ideas, methods, strategies and techniques on how to become a more effective, high performance leader. This includes specific, proven, and practical ways to plan, organize, staff, manage, and motivate you and your teams to higher levels of performance. By learning these best practices and principles of leadership, executives and other business professionals can build their leadership capabilities, learn to think and act faster and better than others, and elevate the impact and results of their leadership efforts.

Perform At Your Best – The Keys to Peak Performance & Personal Leadership

Why are some people more successful than others? This question has been studied for generations. Many of the world's most successful leaders in business, government, sports, and the world share many of the same attributes and habits that have driven their success. This presentation shares the strategies, methods and techniques practiced by successful leaders and executives and how you can apply them to your business and life. This popular training via Brian Tracy International has been shared with more than one million men and women worldwide, including some of the biggest and best corporations in the world. Attendees will learn how to better set goals, take responsibility, manage change, communicate effectively, solve problems, meet challenges, manage time, and take full control of your work and personal life. By learning and applying the principles of maximum achievement, leaders and other business professionals can make transformative change in their business and personal lives, leading to greater performance and satisfaction in their daily lives while reducing stress and frustration that may provide roadblocks to their current success.

Eat That Frog

Have you ever noticed that some of the biggest, most impactful things we could do for our businesses and lives are often the things we avoid doing the most? If we could just "eat that frog" every morning, we can discover how we can take leaps each day towards our goals. Eat That Frog is a well-known training program used worldwide and based on Brian Tracy's best-selling book, Eat That Frog. It is the most popular time management system in the world, available in 27 different languages. This presentation focuses on distinct principles of time management that have the ability to double your productivity, performance and output. Attendees will learn how to get better clarity on the goals, better establish their priorities, and how to put more focus on your most valuable tasks while eliminating the low-value or no-value activities that take away from your time and energy. By learning these proven principles, leaders and other professionals will create a better process for using their time that can dramatically increase their productivity and results.