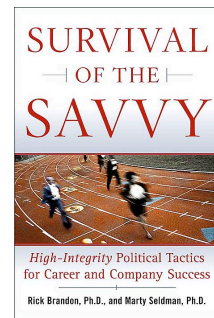


organizational savvy



MODULE ONE (2 HOURS)

ETHICAL POLITICS WAKE-UP CALL AND POLITICAL STYLES

MODULE 1 PRE-WORK

- 1) Read Program Overview & Schedule
- 2) Read Political Styles Article
- 3) Complete 1-page Political Style Checklist

MODULE 1 TOPIC FLOW

- Welcome & Logistics
- Baseline Reactions & Attitudes
- Learning Goals/Agenda for Four Modules
- Business Rationale: Ethical Political Savvy
- Politics Tip-Offs: Signals You Need Savvy
- Political Style: Strengths & Self-Checklist
- Political Style: Risks of Extremes
- Bringing the Styles to Life: Seeing Styles in Yourself, Your Team & Your Enterprise
- Wrap-Up & Module 2 Pre-Work

MODULE TWO (2 HOURS)

SAVVY SKILLS PYRAMID AND POLITICAL AWARENESS SKILLS

MODULE 2 PRE-WORK

- 1) Read Case Study & Plot Political Styles
- 2) Read *Know the Buzz* Article & Worksheet
- 3) Take Online *Savvy Skills Self-Assessment*

MODULE 2 TOPIC FLOW

- Welcome, Questions, & Module Agenda
- Review: Case Study 1 (Pre-Work Debrief)
- Org Savvy 13-Skill Pyramid Orientation
- Discuss *Savvy Skills Self-Assessment*
- Savvy Attitudes: Self-Talk & Reframing Power & Politics
- Study Politics, Power, & Unwritten Rules
- Know the Corporate "Buzz"
- Wrap-Up & Module 3 Pre-Work

WEBINAR

- ✓ Four 2-Hour Modules
- ✓ Prework 65-item Online *Savvy Self-Assessment*.
- ✓ Webinar Participant "Workbooklets."
- ✓ Best-Seller Book, *Survival of the Savvy*.
- ✓ Follow-Up Tools & 52 Weekly Email Tips



MODULE THREE (2 HOURS)

PROACTIVE SAVVY SKILLS OF IMPRESSION MANAGEMENT

MODULE 3 PRE-WORK

- 1) Discuss *Assessment* Results with Partner
- 2) Read *Elevator Speech* Article & Prep Speech
- 3) Read *Network Mapping* Article & Prep Map

MODULE 3 TOPIC FLOW

- Welcome, Questions, & Module Agenda
- Manage Perceptions & Your "Buzz"
- Essential Networking Benefits & Tactics
- Network Mapping (Debrief Pre-work)
- Balanced Self-Promotion Tactics
- Generate Ways to Convey Contribution
- Elevator Speeches (Debrief Pre-work)
- Enhance Your Power Image
- Elicit Tactics to Pump Up Power Image
- Wrap-Up & Module 4 Pre-Work

MODULE FOUR (2 HOURS)

SAVVY COMMUNICATION AND ETHICAL LOBBYING

MODULE 4 PRE-WORK

- 1) Read Case Study 2 & Plot Political Styles
- 2) Prep *Ethical Lobbying* Article & Worksheets
- 3) Discuss Plan to Manage "Buzz" in Pairs

OPTIONAL MODULE FIVE (2 HRS.)

- Manage Hidden Agendas
- Prevent & Handle Sabotage
- Detect Deception & Protect the Organization's Resources & Reputation as a Steward and High-Integrity Leader

MODULE 4 TOPIC FLOW

- Welcome, Questions, & Module Agenda
- Review: Case Study 2 (Pre-Work Debrief)
- Respect Ego & Turf
- Astute Influence Vocabulary Ideas
- Challenge Ideas: Balanced Responses
- Ethical Lobbying (Debrief Pre-Work)
- *Action Auction* to Target Skills Value
- Wrap-Up & Post-Work Reinforcement Tools & E-Mail Series

BRANDON PARTNERS

Corporate Training in Organizational and Political Savvy