



Master Performance.  
Realize Results.



## GMP Mastery™ Coaching Workshop Description

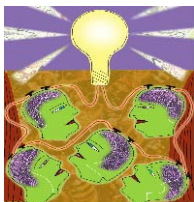
The Ninth Commitment of Mastery: **“We must Confidently Coordinate and Critically Control Performance!”**, requires all managers to strategically and consistently do the Right Things, Right, Right Now!

Achieving objectives on schedule and within budget is crucial to the success of any organization.

This workshop starts a conversation on the main causes of delay and inefficiency and discusses practical ways to identify objectives, prioritize and coordinate actions, organize our time, so you can confidently take preventive, as well as, corrective action.

Adopting a do-it-now approach will enable you to maximize the performance of your organization while allowing you to optimize your leisure time, making you more efficient in all aspects of your life.

You will be challenged to evaluate your effectiveness and your efficiency and develop a specific and customized action plan for applying the workshop critical thinking and practice points to your organization.



## Doing the Right Things Right, Right Now

### Workshop Critical Thinking and Practice Points

#### Preparing To Do It Now

- Defining the Term
- Knowing Your Objectives
- Choosing to Act
- Starting to Act Now
- Deciding Not to Act

#### Taking Action Now

- Creating a To-Do List
- Using Time Wisely
- Avoid Procrastination
- Making Things Happen
- Involving Others

#### Deciding Logically

- Valuing Thinking
- Understanding Cause
- Using a Process
- Taking Shortcuts
- Turning a Decision into Action

#### Managing Information

- Gathering Facts
- Structuring Your Information
- Understanding Technology Options
- Harnessing Technologies
- Helping Others to Do It Now

#### Learning from Experience

- Focusing on Improving
- Capturing Best Practices
- Sharing Insights
- Leading a Balanced Life