Great ideas and plans by themselves, do not lead to success and growth; successful execution is the key. Disciplined execution never got the attention it deserves from the Management Specialists, till recently. Slowly but surely, more specialists are finding out what distinguishes successful execution from poor execution. This program is designed to help you become more successful in execution.

Handling multiple tasks, changing work priorities, working under tough deadlines is the reality of today’s work place. Yet, organizations expect you to deliver timely results with top class quality. To succeed in this dynamic environment you need to master discipline of execution.

Disciplines of execution

- Investing time in maintaining physical, emotional, social, intellectual and spiritual balance
- Listing promises made to self and others with deadlines; Estimating time and other resources required before making promises; Booking resources in advance
- Obtaining concrete commitments from others with agreed deadlines through polite questions
- Gathering thoughts and ideas on a systematic basis; Converting them in to concrete projects and time-bound action plans; anticipating what can go wrong; identifying preventive and corrective actions
- Prioritizing important goals and actions on a ongoing basis; Keeping buffers for unanticipated developments
- Booking time of others associated in advance
- Avoiding wasteful transactions like dwelling in to the past, arguments, waiting, searching with predetermined strategies
- Empathising, Complimenting and helping people working under pressure to succeed

Flow

- Is it possible to learn about execution? Is there a need? What is our current score on execution?
- Two types of executions – ‘by stroke of the pen’ & ‘through the change in behaviour of self and others’
- Enemies of successful execution – Lack of Disciplined Approach, The Iron-grip of the Routine, Being Victim of the Old Habits, Inability to see the obvious, Living in the Past through Post Mortem
- Discipline of focus – one at a time
- Discipline of discovering and establishing predictive, self-set measures
- Discipline of anticipating what can go wrong and being prepared for contingencies
- Discipline of emotional engagement through getting commitment and use of scoreboard
- Discipline of holding each other accountable for fulfilling promises made
- Discipline of finding what is right, appreciating and celebrating

Faculty: Mr. Suresh Pandit a practicing management consultant, trainer and coach for more than 40 years, has helped, professionals in different disciplines to improve their performance and achieve their full potential

Fees: Rs.1200/- per participant inclusive of Service Tax. (Concession for members 10%, patron members 20%). Fee includes course fee, cost of reading material, lunch and refreshments. The cheque may please be drawn in the name of ‘Ahmedabad Management Association.’

Registration: Please send your registration along with participation fee to: Ahmedabad Management Association
AMA Complex, Dr. Vikram Sarabhai Marg, Ahmedabad 380 015.
Phone:079-26308601-6 • Mobile: 9537407187 Fax: 079-26305692 • E-mail: ama@amaindia.org Website: www.amaindia.org
Program on

Discipline of Execution

Saturday, April 19, 2014
9.30 a.m. to 5.00 p.m.

Venue:
Torrent-AMA Management Centre, Core-AMA Management House,
AMA Complex, Dr. Vikram Sarabhai Marg, Ahmedabad 380 015

REGISTRATION FORM:
Please fill-in and return this form along with participation fee to:
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“Ahmedabad Management Association”.

Name(s) Designation:

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