



Your Impact Matters

Lunch and Learn



A Better Way To Work

Priority Management Australia

1300 187 203

admin@prioritymanagement.com.au

www.prioritymanagement.com.au

YOUR IMPACT MATTERS

Effective influence is a critical skill, not just in work but in every aspect of life. This session provides the foundational tools and strategies needed to become a more influential communicator, setting the stage for advanced influencing techniques.

Learn the key competencies of strategic influence and discover how to apply these skills to enhance your outcomes. You will explore how to use "pull" techniques to motivate action, manage distractions that impact influence, and leverage psychological principles for cognitive buy-in.

This session will equip you with the tools to communicate clearly, resolve conflict, and build stronger relationships that drive positive results. Whether you are navigating difficult conversations, influencing decision-makers, or fostering collaboration, you will leave with actionable insights to enhance your influence and achieve your goals.

Don't miss the opportunity to master the fundamentals of influence and set yourself up for success in both your professional and personal life!

Outcomes:

- Enhanced communication skills
- Increasing your influence
- Strategic relationship building

Format

This program is delivered face-to-face or virtually as a 1-hour session.

Priority Lunch and Learn Presentations

Your Time Matters

Master self-leadership, manage distractions, and apply 5 Time Management principles to control tasks and emails.

Your Copilot Matters

Unlock the power of Copilot for Microsoft 365 to streamline tasks, boost productivity, and enhance collaboration.

Your Notes Matter

Consolidate your notes into one digital space, staying organised with action items, ideas, and reminders.

Are You Effective or Efficient?

Understand the differences between efficiency and effectiveness and discover strategies to enhance productivity.

Your Team Matters

Maximise shared processes, tools, and master MS Teams to boost collaboration within the Office 365 ecosystem.

Your Meeting Matters

Learn a process to improve planning, execution, and follow-up, ensuring meetings deliver real value.

Your Project Matters

Improve your ability to run projects on time and on budget with insights to make a real difference.

Your Energy Matters

Learn to manage your energy for peak performance, with strategies to boost focus, motivation, and overall well-being.