



Workshop Samples 

## Recognise ASAP times 3

<b>As Soon</b> Timing is important; don't delay praise	<b>As Sincere</b> Do it because you're truly appreciative	<b>As Specific</b> Give details of the achievement
<b>As Personal</b> Do it in person (or a handwritten note)	<b>As Positive</b> Don't mix in criticism	<b>As Proactive</b> Don't wait for perfect performance

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## Motivated by needs being met

**What satisfies higher-order needs?**

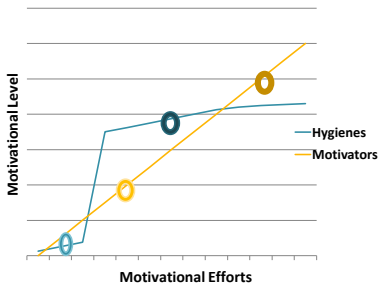
<b>Self-actualization needs</b>	<ul style="list-style-type: none"> <li>Creative and challenging work</li> <li>Participation in decision making</li> <li>Job flexibility and autonomy</li> </ul>
<b>Esteem needs</b>	<ul style="list-style-type: none"> <li>Responsibility of an important job</li> <li>Promotion to higher status job</li> <li>Praise and recognition from boss</li> </ul>

**What satisfies lower-order needs?**


<b>Social needs</b>	<ul style="list-style-type: none"> <li>Friendly coworkers</li> <li>Interaction with customers</li> <li>Pleasant supervisor</li> </ul>
<b>Safety needs</b>	<ul style="list-style-type: none"> <li>Safe working conditions</li> <li>Job security</li> <li>Base compensation and benefits</li> </ul>
<b>Physiological needs</b>	<ul style="list-style-type: none"> <li>Rest and refreshment breaks</li> <li>Physical comfort on the job</li> <li>Reasonable work hours</li> </ul>

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## What factors are responsive?



<b>Hygienes</b>	<ul style="list-style-type: none"> <li>Worth the effort</li> <li>Not worth the effort</li> </ul>
<b>Motivators</b>	<ul style="list-style-type: none"> <li>Worth the effort</li> <li>Possibly worth the effort</li> </ul>

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## Goal Setting Essentials – the goals

<b>Goal difficulty</b>	<ul style="list-style-type: none"> <li>Out of reach but not out of sight</li> </ul>
<b>Goal clarity</b>	<ul style="list-style-type: none"> <li>Communicate, communicate, communicate</li> </ul>
<b>Feedback</b>	<ul style="list-style-type: none"> <li>Have feedback mechanisms in place</li> </ul>

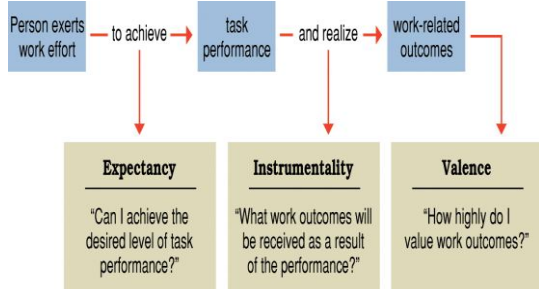
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## Goal Setting Essentials – the people

<b>Ability</b>	<ul style="list-style-type: none"> <li>Select the right people</li> <li>Give training where necessary</li> </ul>
<b>Self-efficacy</b>	<ul style="list-style-type: none"> <li>Does the team believe in themselves?</li> <li>Encourage, encourage, encourage</li> </ul>
<b>Goal commitment</b>	<ul style="list-style-type: none"> <li>Set participatively</li> <li>Monitor buy-in</li> </ul>
<b>Task complexity</b>	<ul style="list-style-type: none"> <li>Give tasks of appropriate difficulty depending on the person</li> <li>Give them slightly more complex tasks</li> </ul>

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## Motivated by expectancy



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    graph LR
      A[Person exerts work effort] -- "to achieve" --> B[task performance]
      B -- "and realize" --> C[work-related outcomes]
      A --> E[Expectancy]
      B --> I[Instrumentality]
      C --> V[Valence]
  
```

<b>Expectancy</b> "Can I achieve the desired level of task performance?"	<b>Instrumentality</b> "What work outcomes will be received as a result of the performance?"	<b>Valence</b> "How highly do I value work outcomes?"
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