



ORGANISATIONS
INTO Learning Workplaces

TOWARDS A HOLISTIC TRANSFORMATION OF ORGANISATIONS INTO LEARNING WORKPLACES

Work Package: 6

Work Package Title: Development of Employees: Positive Attitude towards Learning Workplaces and Transversal Skills Training

Activity Title: 6.5 Design of the Training Curriculum “6 Top Transversal Skills for Employees” – Module 5

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MMC Mediterranean Management Centre

Partners:



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Curriculum of the Workshop: “6 Top Transversal Skills for Employees”

Module 5: Self-Leadership and Entrepreneurial Mindset

1. Aim

This training module aim to examine what an entrepreneurial mindset is. Through the training, the employees will be able to start developing the habits of self-leadership and self-motivation. With the use of some creative tools included in the module, the participants will also have the opportunity to test and experiment with new ideas.

2. Learning Outcomes

After the completion of the workshop, the participants will be in a position to:

In terms of knowledge

- Define “self-leadership”.
- Name three strategies for self-leadership.
- Define self-awareness, self-efficacy, self-motivation, and initiative taking.
- Define "entrepreneurial mindset”.
- Name the competences of the Entrepreneurship Competence Framework (EntreComp) that demonstrate an entrepreneurial mindset.
- Explain how to develop the creativity habit.
- Explain how entrepreneurial mindset relates to opportunity recognition.

In terms of skills

- Apply strategies for self-leadership.
- Identify areas of initiative taking in the workplace.
- Implement creativity techniques.
- Identify opportunities for the organisation or company.

In terms of attitudes

3

Work Package [6] [Development of Employees: Positive Attitude towards Learning Workplaces and Transversal Skills’ Training, Design of the Training Curriculum “6 Top Transversal Skills for Employees” – Module 5]



- Adopt self-leadership in the workplace
- Demonstrate self-awareness and self-efficacy.
- Adopt an entrepreneurial mindset in the workplace.

3. Duration

Module 5 – Self-Leadership and Entrepreneurial Mindset: 6.5 hours.

4. Training Method

- Classroom Learning
- Synchronous Electronic Learning
- Asynchronous Electronic Learning
- Blended Learning

5. Topics

Introduction to the Workshop

- Ice-breaking Activity
- Introductions
- Introduction to the Project
- Rules
- Aim and Objectives
- Structure

Module 5: Self-Leadership and Entrepreneurial Mindset (6.5h)

- Energiser (10')
- Introduction to the Module (10')

- **Section 1 - Self-Leadership (45')**
 - Definition of Self-leadership
 - Strategies for Self-leadership
 - Behaviour-focused strategies
 - Natural reward strategies
 - Constructive thought pattern strategies
 - Activity Video: How to start a movement – TED Talk/Derek Sivers
 - Adopting self-leadership in the workplace
- **Section 2 – Entrepreneurial Mindset (80')**
 - Types of Mindsets
 - Fixed Mindset
 - Growth Mindset
 - Activity: Video - The Mindset of a Champion; TED Talk Carson Byblow
 - Definition of Comfort Zone and Growth Zone
 - Activity: Video - The Power of a Growth Mindset; TED Talk Surbhi Sachdev
 - Activity: Creative Writing
 - Definition of Entrepreneurial Mindset
 - Impact statement, means at hand, affordable loss, network
 - Brain-driven entrepreneurship research
 - Entrepreneurship Competence Framework (EntreComp)
 - Competences demonstrating an entrepreneurial mindset
- **Section 3 – Self-Awareness, Self-Efficacy, Self-Motivation and Initiative Taking (80')**
 - Definitions of the Terms Self-awareness, -efficacy, -motivation
 - Self-awareness
 - Self-efficacy
 - Self-motivation skills
 - Initiative Taking
 - Demonstrating Self-awareness and Self-efficacy
 - Recognising strengths and having self-confidence
 - Self-efficacy – The power to learn
 - Activity – SWOT – What are your strengths?
 - Self-motivation at Work
 - Factors for building different levels of self-motivation
 - Self-motivation skills
 - Self-motivation at work
 - Activity on Self-Motivation
 - Creating motivational posters

- How to write positive phrases/quotes
- **Section 4 – Creativity (50')**
 - Creativity
 - Definition of Creativity
 - Creativity Skills
 - Creativity Techniques
 - Brainstorming
 - Negative Brainstorming
 - Brainwriting
 - Random Words
 - Gallery Method
 - Storyboarding
- **Section 5 – Creating and Spotting Opportunities (105')**
 - Activity: Video - The art of Innovation: TED Talk | Guy Kawasaki
 - Activity: Video - Baking With Buffy: Sarah Michelle Gellar's Food Startup (forbes.com)
 - Strategies
 - Analytical Strategies
 - Development Strategies
 - Imagination-based Strategies
 - Interpersonal Strategies
 - Habit-based Strategies
 - Relationship-seeking Strategies
 - Discovery and Creation of Pathways
 - Activity - Teamwork
 - Mind Dumping for Ideation
- **Revision**

Evaluation of the Workshop

Closure of the Workshop

6. Training Techniques

Module 5: Self-Leadership and Entrepreneurial Mindset (6.5h)

Section 1 – Self-leadership (45’)

Topics	Estimated Duration	Training Technique	Tools and Material
Definition of Self-leadership	5’	- Lecture with the use of the PPT Presentation	- PPT Presentation
Strategies for Self-leadership	25’	- Lecture with the use of the PPT Presentation	- PPT Presentation
How to start a Movement	5’	- Video Display	- YouTube Video
Adopting Self-leadership in the Workplace	10’	- Lecture with the use of the PPT Presentation	- PPT Presentation

Section 2 – Entrepreneurial Mindset (80’)

Topics	Estimated Duration	Training Technique	Tools and Material
Definition of Mindset	10’	- Lecture with the use of the PPT Presentation	- PPT Presentation
The Mindset of a Champion	10’	- Video-Display	- YouTube Video
Definitions of Comfort Zone to Growth Zone	10’	- Lecture with the use of the PPT Presentation	- PPT Presentation
The Power of a Growth Mindset	10’	- Video Display	- YouTube Video
Mindset Creative Writing	25’	- Individual activity - Group Discussion - Lecture with the use of the PPT Presentation	- Flipchart or laptops - Paper sheets - Pens
Definition of Entrepreneurial Mindset	5’	- Lecture with the use of the PPT Presentation	- PPT Presentation
Brain-driven-entrepreneurship Research	5’	- Lecture with the use of the PPT Presentation	- PPT Presentation
Describe the European Entrepreneurship Competence Framework (EntreComp)	5’	- Lecture with the use of the PPT Presentation	- PPT Presentation

Section 3 – Self-awareness, Self-Efficacy, Self-Motivation, and Initiative Taking (80')

Topics	Estimated Duration	Training Technique	Tools and Material
Definitions of Self-awareness, Self-efficacy, Self-motivation and Initiative taking	15'	- Lecture with the use of the PPT Presentation	- PPT Presentation
Demonstrating Self-awareness and Self-efficacy	5'	- Lecture with the use of the PPT Presentation	- PPT Presentation
Activity – SWOT What are your strengths?	15'	- Individual activity with the use of PPT presentation	- PPT Presentation
Examples of Self-Motivation Skills	5'	- Lecture with the use of the PPT Presentation	- PPT Presentation
Self-motivation at Work	10'	- Discussion with the use of the PPT presentation	- PPT Presentation
Activity: Creating Motivational Posters	30'	- Individual activity with the use of the PPT presentation	- PPT Presentation

Section 4 – Creativity (50')

Topics	Estimated Duration	Training Technique	Tools and Material
Defining Creativity Techniques and Creativity Skills	10'	- Lecture with the use of the PPT presentation results	- PPT Presentation
Examples of Creativity Techniques	40'	- Lecture with the use of the PPT presentation results	- PPT Presentation

Section 5 – Creating and Spotting Opportunities (105')

Topics	Estimated Duration	Training Technique	Tools and Material
The Art of Innovation – TED Talk	25'	- Video Display	- PPT Presentation - YouTube Video
Creating and Recognising New Opportunities Video: Baking With Buffy: Sarah	5'	- Video Display	- YouTube Video

Michelle Gellar's Food Startup (forbes.com)			
Strategies	10'	- Lecture using PowerPoint Presentation	- PowerPoint Presentation
Pathways	5'	- Lecture using PowerPoint Presentation	- PowerPoint Presentation
Mind Dumping for Ideation	60'	- Group activity with the use of the PPT presentation - Discussion on the group activity results	- Handouts - PPT presentation - Paper sheets - Pens

Revision (10')

Topics	Estimated Duration	Training Technique	Tools and Material
Reflection	10'	- Questions and Answers with the use of the PPT presentation	- PPT presentation

7. Evaluation of the Workshop (All Modules)

The quality of the workshop will be assessed by collecting and analysing feedback from both the participants and the trainers.

The evaluation results will be collected through questionnaires which will cover different aspects of the action, such as the organisation of the workshop, the content and material of the workshop, and the attitude of attendees towards Learning Workplaces.

The questionnaires will be distributed to the participants and trainers either in online or in printed form.

Two types of reports will be produced from the information collected:

- Evaluation reports at partner country level, including also the results of the attitude tests.
- One report including aggregate data from the evaluation and the attitude tests from all the partner countries as well as recommendations for changing the attitude of employers towards Learning Workplaces deriving from the data collected from all the partner countries.