

Promoting the adoption of best practices with Microsoft 365 tools

Duration: 0,5 day

Audience: Pour tous

Who is this training for?

- Professionals in an advisory role (HR, IT, finance, communication, etc.)
- Internal or external advisors
- Project managers, analysts or managers
- Anyone who is required to influence and support decisions

Training objectives

- Understand the foundations and particularities of the advisory role
- Structure an effective intervention approach
- Analyze the needs and expectations of stakeholders
- Develop a credible and influential professional posture
- Formulate relevant and adapted recommendations
- Promote collaboration and decision-making

Summary

This training allows professionals to acquire a structured approach to effectively exercise their advisory role within their organization. It focuses on developing a credible posture, understanding stakeholder needs and making value-added recommendations. Participants will learn how to intervene with impact, build trusting relationships and support decision-making.

Course outline

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Approach and methodology

- Progressive learning based on real situations
- Presentation of the key concepts of the advisory role and the associated posture
- Case studies and scenarios inspired by the professional environment
- Practical exercises to develop questioning and analytical skills
- Exchanges and sharing of experiences between participants
- Accompaniment of the trainer to strengthen credibility and impact

Prerequisites

- Professional experience in a company
- Be required to collaborate with different stakeholders
- Notions of professional communication

Recommendations

- Have already played a support or advisory role (asset)
- Be open to exchanges and sharing of experience
- Have concrete situations to analyze (asset)