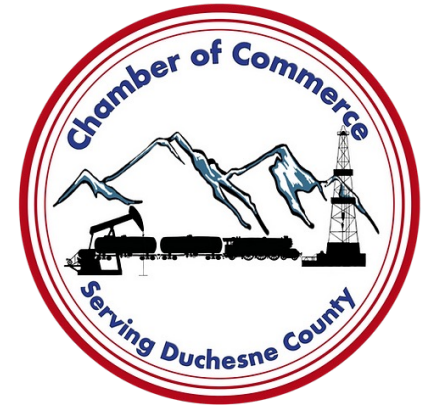


March 28th

Be the
Better
Boss

Ryan Murray, MBA



Governor's Office of
Economic Opportunity



Be The Better Boss - Overview

- You will be competing in Teams/Companies (groups of 5 or 6) to produce new cola sleeves
 - We will play 5 rounds
 - Winning Teams will be based on highest cumulative score (with an option for highest single round score)
 - After each round we will discuss how we can improve to Be the Better Boss and win the competition!
- There is an optional Management Assessment Tool available on JazzJune.com/DuchesneBoss



Go to JazzJune.com/DuchesneBoss
for additional management resources



The Rules – Round 1

1. We'll review **“Steps to Manufacture a Cola Sleeve”** and **“Buying and Selling in the Market”**
2. The CEO can assign or reassign people to tasks as needed
 - a) Note: the Intern doesn't have any assignments listed but they get to run the misc errands
3. Suggestions for improvements by the rest of the management team need to be written on the pieces of paper on the tables and handed to the CEO for review – No verbal suggestions!
4. Companies are free to make any decisions they feel are in the best interest of the company, but the Market ultimately gets to decide what it will accept



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Play Round 1

Snooze Options: 30 Seconds | 1 Minute | 5 Minutes | 10 Minutes

00 : 00 : 00



Change Clock Type

Digital

Duration: 00 02 00

TimeUp Reminder (Optional): --

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Choose Sound Effect Tick



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How Effective is Your Communication?

- Did the CEO consult with the Sales Manager BEFORE choosing a company name?
- Do you guys like being limited to only written communication?
 - How many of you cheated and used verbal communication anyway?
- Did everyone have input or was it just a select few who made the decisions?
- Was the CEO allowed to lead or did someone else take charge?
- What other communication problems did you see?



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Create Effective Feedback Loops of Communication

Situational Need	Best Form of Communication	Ideas for Implementation
<ul style="list-style-type: none">• Immediate Feedback• Time Sensitive	Real-Time Communication	<ul style="list-style-type: none">• Training Activities• Open Forums• Post Meetings
<ul style="list-style-type: none">• High Need for Accuracy• Plan to Replicate the Process Process• Official, Legal, or Recorded	Written Communication	<ul style="list-style-type: none">• Establish What Counts as Official Communication• Keep Accurate Records• Have a Schedule to Update Info
<ul style="list-style-type: none">• Build Trust and Teamwork• Create Positive Work Environment• Improve Company Loyalty	Casual Communication	<ul style="list-style-type: none">• Regular 1on1 Meetings (not just to resolve concerns)• Plan for “Down-Time”• Schedule Activities



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Eliminating Negative, Redundant, or Excessive Communication

The 7 Deadly Sins of Communication

1. Using the Wrong Type of Communication
2. Meeting After the Meeting
3. The Triple Check
4. Not Confronting Confrontation
5. Keeping the “Common Enemy” Within
6. Death By Documentation
7. The Definitive Non-Decision



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Get Ready for Round 2

Focus on better communication

1. Are we using the right type of communication?
2. Is everyone being heard?
3. Is there a clear leader moderating the communication?



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Play Round 2

Snooze Options: 30 Seconds | 1 Minute | 5 Minutes | 10 Minutes

00 : 00 : 00



Change Clock Type
Digital

Duration: 00 02 00

TimeUp Reminder (Optional): -- --

Choose Sound Effect Tick



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Master Time Management

**“If you are not willing to be a fool,
you can't become a master.”**

— Jordan B. Peterson



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for additional management resources



The 5 minute Rule



Master Time Management

#1

Capture or write it down

If you have a thought, make a note right then!



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Master Time Management

#2

The Daily Adventure

What is the one big adventure for your day? If you get that done you've had a successful day regardless of what else happens



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Master Time Management

#3

The Rainbow Calendar

*Schedule your full work day, otherwise you'll fill your
down time with time wasters*



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for additional management resources



Master Time Management

#4

The 5 Minute Rule

- 1. If I'm struggling to start, give it just 5 minutes to get started*
- 2. Remember that 5 minutes is way better than nothing*



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for additional management resources



Master Time Management

#5

The Focus Phone

*Have strategies in place to keep you from wasting time
on your phone*



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Master Time Management

#6

Use An Alarm Clock

The video talked about an alarm clock for bed...

Let's discuss alarms for meetings, office chit-chat, and supervisor/management breaks



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Master Time Management

#7

Stop Watching TV...AT WORK!

*TV watching at work has become a real problem.
Ensure productive activities for your staff when they
have down time.*



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Master Time Management

	CEO	Operations Manager	Account Manager	Shift Supervisor	Sales Manager	Intern
15 Seconds						
30 Seconds						
45 Seconds						
60 Seconds						
75 Seconds						
90 Seconds						
105 Seconds						
120 Seconds						

**Schedule Your
Company
Time**



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Play Round 3

00 : 02 : 00



Change Clock Type
Digital

Duration: 00 02 00

TimeUp Reminder (Optional): -- --

Choose Sound Effect Tick



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Organizing the Team

2 Areas to Focus On for Building the Team

Getting the Right People in the Right Places	Building a Master Mind Team
Company Wide	Management Level



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Steps to Get the Right People in the Right Places

1. Know what you want as a company
 2. Reduce the players who don't share your vision
 3. Attract players who do share your vision
 4. Compensate well enough to keep those quality people
- Hint: This all takes time. Be Patient.



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Be the Better Boss Quiz



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Build a Mastermind Team

Who are your Champions?

Who are your Detractors?

Which one are You?

Champions	Detractors
See the Vision and Support It	Have Problems, but No Solutions
Are Flexible and Adapt to Change	Tend to Hold on to Old Habits
Are Driven by the Success of the Company	Are Driven by their Own Personal Success



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*Company Turnover
All Shift Supervisors Need to
Find a New Company to
Work For!*



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Play Round 4

Snooze Options: 30 Seconds | 1 Minute | 5 Minutes | 10 Minutes

00 : 00 : 00



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Change Clock Type

Digital

Duration: 00 02 00

TimeUp Reminder (Optional): --

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Choose Sound Effect Tick



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Make Powerful Decisions to Grow Your Business

This is your time as a team to optimize your process and think through how best to manage your company



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Make Powerful Decisions to Grow Your Business

How well are you working as a team? Is Everyone fully engaged and committed to the success of the team?



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Make Powerful Decisions to Grow Your Business

Are you utilizing the tools and resources you have available?



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Make Powerful Decisions to Grow Your Business

Does everyone share the same vision and understand their part in accomplishing your goals?



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*Make Powerful Decisions to Grow Your
Business*

Are we ready for the Final Round?



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Play Round 5

00 : 02 : 00



Change Clock Type
Digital

Duration: 00 02 00

TimeUp Reminder (Optional): -- --

Choose Sound Effect Tick



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Make Powerful Decisions to Grow Your Business

What worked well for your pretend company?

How can you incorporate those skills into your real company?



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Thank You!

Ryan@LearnBiz.co

- We're looking at offering an advanced management training in the fall. Check out details on JazzJune.com/DuchesneBoss
- Check us out on YouTube [@RyanEarlMurray](https://www.youtube.com/@RyanEarlMurray)
- Subscribe to our [LearnBiz Podcast](#) on Spotify, Apple Music, etc.



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