

PLAY 2: APPRECIATION BEST PRACTICES

TARGET AUDIENCE: **LEADERS**

BE TIMELY IN YOUR RECOGNITION

Don't let the moment pass, or save up your recognition for the end of the year.

People need to hear "thanks" at work often—not just for major achievements, but also for little efforts along the way. And appreciation from you tells the people you lead you notice and care about their talents and contributions.

Speaking of timely, there's no better time to visit {{ ProgramName }} ({{ you can also download the Great Work app to your mobile device. }}

Questions? Contact us at gffeedback@octanner.com

CONNECT APPRECIATION TO PERFORMANCE

Be performance-based in your recognition. Tell someone precisely what impressed you and how it connects to our vision and values.

Taking the time to mention one or two specifics of a person's accomplishment tells them how you really notice and value their efforts. And, it underscores the principles that matter at {{ CompanyName }}.

Who do you know who is a great example of our guiding values? Recognize him or her today! ({{ Download the Great Work app to your mobile device. }}

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BE INCLUSIVE IN YOUR RECOGNITION

Not everyone is a stand-out performer; dependable, capable people deserve recognition too. As you look to bring out the best in every person on your team, reward people for what THEY as individuals are capable of, not in comparison to a colleague.

Take a moment and think of someone who deserves acknowledgment—and then recognize them with {{ ProgramName }} from your computer or mobile device.

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Appreciate today with {{ ProgramName }}

4 HABITS OF EFFECTIVE RECOGNIZERS

Recognition is one of the sharpest tools in any leader's skill set. Not only does it lower turnover and turn on innovation and motivation, it helps you build trust with your team.

Here are 4 simple ways to become a more effective recognizer.

BE A FREQUENT APPRECIATOR

BEST PRACTICE: 01

Find opportunities to express your appreciation often—at least once a week. Busy leaders often schedule a regular time each week to write a few thank-you notes or send eCards. ({{ You can even download the Great Work app to your mobile device. }}

BE TIMELY IN YOUR RECOGNITION

BEST PRACTICE: 02

Don't let the moment pass, or save up your recognition for once a year. People need to hear "thanks" at work often—not just for

CONNECT APPRECIATION TO PERFORMANCE

BEST PRACTICE: 03

Tell someone precisely what impressed you and how it connects to our vision and values. It lets them know you really noticed their efforts, and reinforces what we value in our organization.

FREQUENT | TIMELY | PERFORMANCE-BASED | INCLUSIVE

4 HABITS OF EFFECTIVE RECOGNIZERS

WHY APPRECIATE?

1. ENGAGES PEOPLE
2. INSPIRES GREAT WORK
3. DEVELOPS POTENTIAL
4. CONNECTS TEAMS
5. SHOWS WHAT WE VALUE
6. BRINGS OUT THE BEST IN US!

SO HOW CAN YOU BECOME A MORE EFFECTIVE RECOGNIZER?

- Make recognition a priority
- Go to {{ ProgramName/location }} and familiarize yourself with the tools there
- {{ Download the Great Work app to your mobile device }}
- Lead by example
- Keep in mind 4 Best Practices

LEADER PPT PRESENTATION



VIDEO



EMAIL SERIES

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