

# BE THE ONE

# LEADTOSHIBA

## Mapping Toshiba Tracks & Learning Pillars to Harvard Manage Mentor e-Learnings

Tracks 1, 2, 3, 4 describe Leadership Level

Pillars describe areas of Learning Focus *Leading Business, Leading Teams, Managing Self, Managing Projects*

Topic	Track 1 For Individual Contributors	Track 2 For Managers	Tracks 3 – 4 For Directors & VPs
<b>Leading BUSINESS</b>			
<b>Business Essentials</b>			
Budgeting		X	X
Change Management		X	X
<b>Creating a Business Case</b>			
Finance Essentials		X	X
Customer Focus	X	X	X
Innovation Implementation	X	X	
Leading and Motivating		X	X
Decision Making	X	X	
Crises Management		X	X
Innovation and Creativity		X	X
Business Plan Development		X	
Marketing Essentials	X	X	
<b>Strategy Essentials</b>			
Strategy Execution		X	
Performance Measurement		X	X
Strategic Thinking		X	X
<b>Leading TEAMS</b>			
<b>Working with Teams</b>			
Team Management		X	X
Team Leadership		X	X
Virtual Teams	X	X	X
<b>Working with Individuals</b>			
Performance Appraisal		X	X
Coaching		X	X
Delegating		X	X
<b>Developing Employees</b>			
Dismissing an Employee		X	X
Feedback Essentials	X	X	X
Hiring		X	X
Laying Off Employees		X	X
Difficult Interactions	X	X	X
Managing Upward	X	X	
Retaining Valued Employees		X	X
Goal Setting	X	X	

<b>Topic</b>	<b>For Individual Contributors</b>	<b>For Managers</b>	<b>For Manager of Managers</b>
<b>Managing SELF</b>			
<b>Communication Skills</b>			
Presentation Skills	x	x	x
Negotiating	x	x	x
Persuading Others	x	x	x
Meeting Management		x	x
Business Writing	x	x	
<b>Personal Development</b>			
New Manager Transitions	x	x	
Stress Management	x	x	x
Career Management	x	x	
Time Management	x	x	
<b>Managing PROJECTS</b>			
Project Management	x	x	
Process Improvement	x	x	