



Professional Series Pre-Course Work

Interview your Direct Supervisor in order to answer the following questions.

1. What do you want me (the student) to learn or achieve from the NADA Management Professional course?

Strengthen your ~~job~~ knowledge

2. What would you like me to bring back to the workplace as a result of this training?

Knowledge and ~~as much~~ learn as much as you can.

3. How will what I learn in the program be shared with the rest of the team (if applicable)?

N/A

4. How will what I learn be integrated into day-to-day work upon return?

I can apply my skills and practices to my day to day routine.



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5. In your role as a Direct Supervisor, what three things challenge you the most?

- 1 Change
- 2 NO PROCESS in place.
- 3 Unmotivated employees.

Self-reflect on the following question:

1. What is my purpose for attending this course?

Learn as much as I can and be better at my position as an office manager.

Thank you for your participation! See you in the course.