



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?

- Complete understanding of the financial statement & why things go where they go.
↳ what is good for cost absorption, gross's, etc.
- Find new approaches to management & grow your leadership "food box".

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

- Knowledge that can be applied in everyday business & the ability to teach it to your peers
- good strategies to handle difficult situations with employees

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

- Primarily it will be shared with the other office manager
- Also great to inform managers the why behind what they do & how it affects team members / the statement

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

- I see it coming into play when looking at Schedules, FS, Payroll, interactions & teaching moments with other managers. How to look at the business with a broader view & through an Owner lens



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

1. Handling difficult situations with employees
2. Fully understanding the factory FS.
3. Building leadership skills

Self-reflect on the following question:

1. What is my purpose for attending this course?

Learning what the FS fully entails, leadership + teamwork skills, & to be able to view things in a different light/perspective.

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