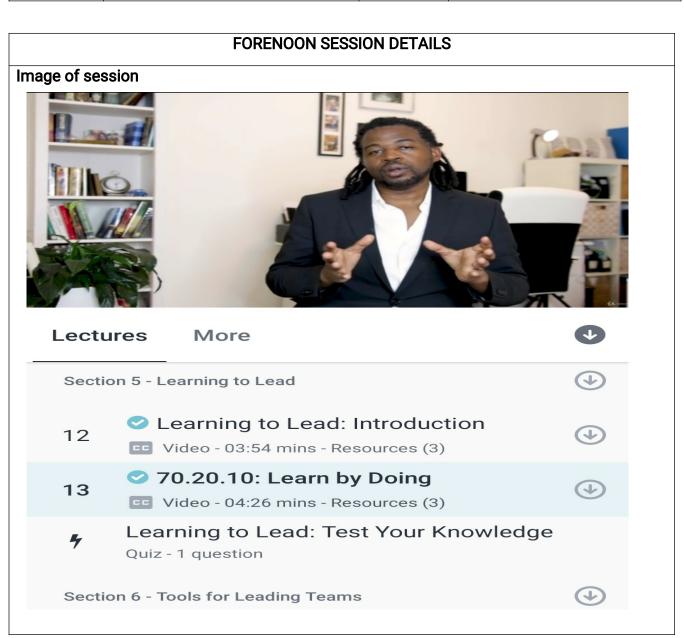
DAILY ASSESSMENT FORMAT

Date:	09-06-2020	Name:	Abhishek
Course:	Management and Leadership - Modern Leaders Training	USN:	4al17ec001
Topic:	1]Learning to lead 2]Tools for leading teams 3]Focus on the Big Rocks	Semester & Section:	6 & 'A'
Github Repository:	Abhishek-online-courses		



Report -

Learning to lead:

Learning to Lead is specifically for people who are about to move from the individual contributor status to a position of managing others for the first time, or who have made this transition within the last two years.

Tools for leading teams:

- Giving feedback by SBI tool.
- People process and Tools.
- Tools for reducing Meetings.
- Standup as a Tool.
- Agile as a Tool.
- Retro as a Tool.
- Agile Manifesto as a Tool.

Focus on the Big Rocks:

- Big Rocks are our priorities.
- They are the tasks, projects, or goals we absolutely accomplish.
- They are our mission-critical objectives—not items on a messy, sprawling to-do list.
- People tend to run into three problems when they think about their priorities:
 - ✓ They have too many priorities.
 - ✓ They do not or cannot differentiate the truly important priorities.
 - ✓ For any number of reasons, they let other less-important things get in the way of focusing on what really matters.