



**Justice Institute of British Columbia
COURSE OUTLINE**

Course Code: MGMT118

Course Title: Do Less Achieve More: The Zone of Optimal Performance

Prerequisite Courses: None

Sponsoring Division: Community and Social Justice (Centre for Leadership)

Previous Course Code & Title:

Course Effective Date: May 25 and 26, 2010

# of Credits:	1
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Course Description:

Traditionally, "the zone" has been seen as the domain of athletes, artists, scientists, and high-level corporate achievers. Yet in today's new era of creativity and innovation, every leader and professional needs to be able to access his or her zone of optimal performance and create environments for others to do the same.

Drawing on insights from brain and creativity research, sports psychology, and multi-media presentations this course provides you with the knowledge and tools to differentiate yourself and stay creatively ahead. Instead of multi-tasking and becoming drained, learn how to activate your inner intelligence to do less and achieve more.

Course Goal(s):

To increase your creativity, productivity and performance in the workplace



Course Learning Objectives:

Upon successful completion of this course, the learner will be able to:

1. Access creative thinking to generate new ideas and solutions in the workplace
2. Use new tools to manage energy and resources more effectively to produce greater results in less time

Course Topics/Content:

- How to work smart not hard
- Simple techniques for increasing creativity and productivity
- Strategies for optimizing your and your team's energy and performance
- Activate your inner intelligence to generate great ideas, insights, and solutions in a flash
- Strategies for turning pressure into pleasure
- Learn the art of parallel-tasking instead of multi-tasking
- Leaders in the zone

Instructor

Nikki de Carteret, BA, MA, is an international author, speaker, consultant and executive coach whose passion is designing processes and training that enable people and organizations to achieve desired results and differentiation through their creative edge. Her clients include international corporations, CEOs, governmental and non-governmental organizations, and the Young President's Organization (YPO). Throughout her career Nikki has spoken at prestigious locations such as the United Nations, World Bank, and Booz Allen Hamilton. She runs seminars worldwide in leadership, teamwork, communication, conflict resolution, creativity, and life strategies, and teaches "Do Less Achieve More" at the University of Calgary, Alberta, and "Managing the Conflict Within" at Center for Conflict Resolution in Vancouver.



Text and Resource Materials: Use APA style; specify chapters where applicable. ([APA Style Guidelines](#))

Required:

Recommended: *Tim Ferriss, The 4-Hr Work Week, Crown, 2007*

Course Level:

	First Year		Second Year		Third Year		Fourth Year
	Other (describe):						

Equivalent Course(s) within the JIBC:

Class Delivery Methods:

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion/Exercises	14			
Simulation/Lab				
Practicum/Fieldwork				
Online				
Correspondence				
Total Class Hours	14			

Comments on Delivery Methods: This course is participatory in nature and includes a variety of small group discussions, role plays, and large group discussion/lecture.



Related Program(s):

This is an elective course in the Foundations for Effective Management and Leadership Certificate.

Credit Transfer exists at:

Please contact the Centre for Leadership Program Coordinator for more information.

Course Grading System:

Check the system that applies to this course:

	Letter Grades		Percentage	X	Pass/Fail		Credit/No Credit
	Complete/Incomplete		Attendance Only		Not Applicable		

Passing Grade:	Pass/Fail
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JIBC Standard Grading Scale for Letter, Grade Point and % Grades:

Letter Grade	Grade Points	% Range	Letter Grade	Grade Points	% Range
A+	4.33	90-100	C+	2.33	64-67
A	4.00	85-89	C	2.00	60-63
A-	3.67	80-84			
B+	3.33	76-79	C-	1.67	56-59
B	3.00	72-75	D	1.00	50-55
B-	2.67	68-71	F	0.00	0-49



Evaluation Activities and Weighing: (complete the %'s which apply – total must equal 100%)

Final Exam	%	Assignments	%	Project	%	Capstone Project	%
Midterm Exam	%	Portfolio	%	Participation	100%	Other	%
Quizzes/Test	%	Simulations	%	Practicum	%	TOTAL	100%

Comments on Evaluation:

Other Course Guidelines, Procedures and Comments:

View the Justice Institute of BC Policies listed below at:

<http://www.jibc.bc.ca/studentServices/main/AcademicServices/policies.htm>

Access Policy
 Harassment Policy
 Prior Learning Assessment Policy
 Student Code of Conduct

Academic Appeals Policy
 Intellectual Property Rights Policy
 Research on Human Subjects: Ethics
 Student Records