

OTP Knowledge Wiki

Summit University
Powering Excellence

Chani Pangali | Logout

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Welcome to the Competency Management Portal

Leadership Skills: In the knowledge economy, it is incumbent upon the individual to take responsibility for personal skills development. More than technical skills, it is leadership skills that determine your effectiveness on the job, and in turn your earning power.

As jobs get outsourced to lower cost regions, we believe it will be the mastery of leadership skills that will determine whether a job is retained locally or outsourced. Note that leadership skills are not just for executives any more. Leadership competencies include the ability to vision, inspire, lead, persuade, manage, communicate, network, demonstrate integrity, and so on. If you set yourself the target of spending even ten minutes a day on such development, from our experience of working with hundreds of individuals, you'll demonstrate a noticeable improvement in your proficiency in leadership skills within six months. Your earning power and value to your organization will increase accordingly.

The **Leadership Competencies Development Portal** is a comprehensive resource comprising text, audio, and video modules developed by *Online Training Partners Inc.*

Leave A Message

[Live Help Offline](#)

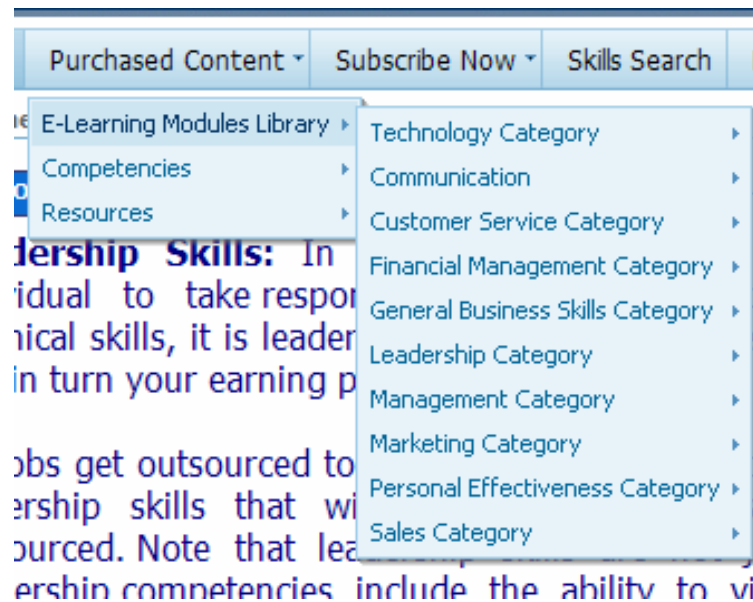
NAVIGATION

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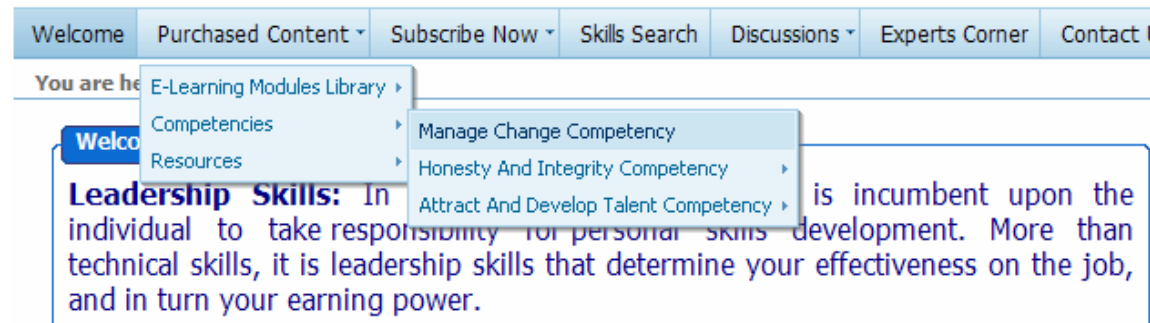
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The main navigation bar provides you access to your subscribed content. Such content may include modules from the e-Learning library or Knowledge Books on Competencies. For each of the purchased Knowledge books on Competencies your Resources include Podcasts, Inspirational Quotes, Glossary, Book Reviews, blogs, and forums.

First we show how a user may access the “formal” learning modules (OTP e-Learning library).



Next we show how a user may access the content on Leadership Competency Development:



In this example, the user has subscribed to 3 knowledge books on Manage Change, Act with Honesty and Integrity, and Attract and Develop Talent. We show navigation for Manage Change, which bring the web page below:

Manage Change..

- [Prerequisite](#)
- [Quiz](#)
- [Definitions](#)
- [Behaviors](#)
- [KeyPoints -Short Course](#)

- [Preparing For Change](#)
- [Planning Change](#)
- [Implementing Change](#)
- [Cnsolidating Change](#)
- [Test your Understanding](#)

Overview of Manage Change

Overview Of the Learning Module

Summit University, a web-based eLearning offering from Online Training Partners Inc enables managers and employees to access key learning on demand with the following benefits:

- Meet job objectives.
- Prepare for unexpected work situations.
- Improve team performance.
- Improve leadership and knowledge skills.

Each resource described in this book is actually a link to an online training course or an article contained within Summit University, or a link to a third party website or resource.

Development Suggestions on Manage Change

Material in this section is carefully chosen to be applicable in the workplace. We strongly encourage you to take one or two newly acquired tips from this section and apply them in your daily professional routine.

The resources include online training courses, web links to articles, discussion forums and assessments related to Manage Change. Our intent is to increase the breadth with which a learner views issues related to honesty and integrity, from self-development, to interactions with the team, prospects, customers, and even the media. The content in this Section is narrower in scope than is the Supplemental Development Resources section.


The content exactly follows the printed guide. Clicking on the links opens a new webpage for the referenced resource, example:

Manage Change..

- Overview
- Prerequisite
- Quiz
- Definitions
- Behaviors
- KeyPoints - Short Course

Preparing For Change..

A.1 Overview of the change process

 An overview of the change process is available from Richard M. DiGeorgio and Associates. Print out this one-page chart and pin it over your desk. It includes questions to ask yourself at each stage of the change process: preparing for change, beginning change, and cementing the changes in place. For example, when preparing for change, ask yourself:

- Why do we need change?
- What is the present state like?
- What will the future state be like?
- What is going to change?
- What is not going to change?
- Where are we most vulnerable in making this change work?
- What will be the key success factors in the future state?

A.2 Change is all around us

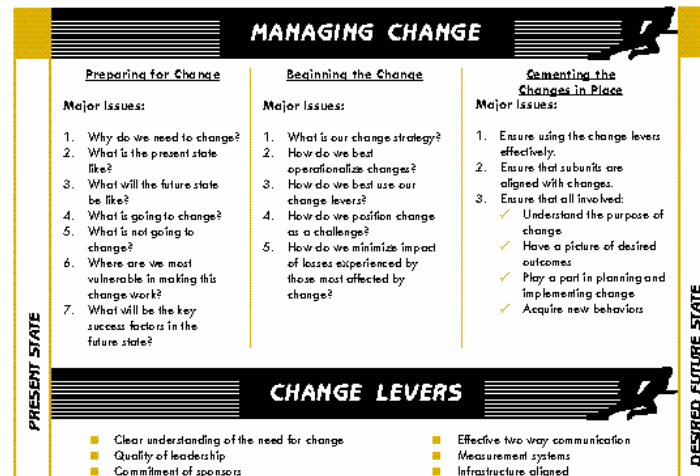
- Preparing For Change
- Planning Change
- Implementing Change
- Cnsolidating Change
- Test your Understanding

Clicking on the link, “An overview of the change process” launches the referenced resource in a new webpage:

Overview of the Change Process

A memory jogger that will remind you of the key change considerations as you navigate through a change effort


There are many models of change; Richard M. DiGeorgio and Associates employs a variety of models to help clients understand and address change. The model below is eclectic, drawing on many of the best thinkers in the field of change management: William Bridges, John Kotter, Kurt Lewin, Tom Peters, and Douglas Smith, among others.



After you've read the contents of this page, please close the new webpage and note down your rating of the content in the guide book, thus:

A.1 Overview of the change process



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Please click on the hyperlink(s) in this section for details
Then circle your rating of the content at the hyperlink(s):
Exceptional 5★ 4★ 3★ 2★ 1★ Poor

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Manage Resources ▾

- Overview
- Prerequisite
- Quiz
- Definitions
- Behaviors
- KeyPoints -Short Course

Preparing For Change..

- Books
- Journals
- Online Booksellers
- Software
- Videos-Audio
- Glossary
- Inspirational Quotes
- Powerbytes

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Other resources for the Competency may be reached by clicking on the link “Resources” under Purchased Content.

Blogs and discussion forums for each competency may be reached via the link on “Discussion” in the top navigation bar.

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Manage Change...

- Overview
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Preparing For Change

- Planning Change
- Implementing Change