

12 Seasons of Business:

A monthly update on CEO Tools applied to your business! *

AUGUST 2009 *Twelve Seasons of Business*: how about getting more done during the downturn and recovery? Try delegating more to maximize your results. Our natural tendency is to reign in on everything in erratic economic times. Instead, you can be far more effective by delegating, thus spreading yet focusing the hard work which at the same time shows everyone that we have a plan to survive the recession/recovery and, most important, that they are an important part of achieving that plan. Believe me, your people really want to survive!

How and what to delegate? Here's how using seven simple steps:

- 1 - Educate: first, get understanding of what's being delegated and why.
- 2 - Communicate: next, discuss the benefits of doing the task with delegates.
- 3 - Delegate: third, hand over tasks with delegatee acceptance.
- 4 - Participate: fourth, be involved peripherally as needed, without taking control.
- 5 - Motivate: now, check-in & support with "way-to-go's" along the way.
- 6 - Facilitate: sixth, clear away the obstacles for delegates.
- 7 - Celebrate: finally, celebrate with delegates upon task completion.

What to delegate? How about delegating each of the 12 Seasons topics we've offered over the past seven months including the items in the top ten lists that came with each of those topics? To get more ideas on what to delegate, please just visit our blog at www.ceotools.com/blog and take a look at the recession-responsive articles there. They include tools and tips you can delegate for greater success right now!

As usual, I'm hoping this helps you and your business.

With best recovery wishes,

Kraig Kramers

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