

AccessEd: Researcher Development Programme Researcher Engagement and Reflection Log

Workshop: Influencing and overcoming barriers

Outline

This worksheet is designed for you to reflect on the key learning steps from the training workshop you attended and think about workshop learning outcomes in line with your learning portfolio.

We encourage you to make a note of your responses in a word document or otherwise, ensuring your record your reflections and consider what legacy this will have after the training has finished.

Consider the following actions that you might take in relation to this workshop engagement and reflection log:

- ✓ Consider sharing your reflections with your peers – Commonwealth Scholars and others
- ✓ How can you best record your notes and reflections to best suit your own individual style of learning?
- ✓ How might you use reflections from this worksheet log in the future to contribute towards learning in other workshops?

A. Self-reflection: Skills development

1. Rate your confidence in the following skills that make a successful influencer, which were covered during the workshop. Rate the skills from 1-5 (1 = least confident, 5 = most confident):

	Empowerment
	Interpersonal awareness
	Negotiating
	Relationship building
	Organizational or project awareness
	Common vision
	Impact management
	Logical persuasion
	Total (max: 40)

- Below is a list of key points for ensuring you understand your audience and build rapport, in order to be able to deploy influencing skills.

Rate your perceived strengths in the following areas. This is helpful in understanding what further training opportunities you could pursue (1 = no expertise, 5 = high expertise):

	Identify decision makers, key stakeholders and influencers
	Assess your audience's likely receptivity
	Determine decision-making styles
	Don't forget about the politics (small 'p' of politics)
	Posture and gestures
	Alternating voice tone/speed, breathing
	Total (max: 30)

- What was your biggest learning takeaway from the workshop?

- How will you apply what you have learnt today to your research/studies, and how does it complement your learning portfolio?

- What is one commitment you will make to improving your influencing skills?

E.g.

Skill: *Negotiation skills*

Action: *Take a course in negation skills; read at least 2 books on successful negotiating skills; put myself in a position where I NEED to negotiate my position (e.g. my salary; the role I take on in a team; the work focus/topic in a research project)*

Skill:

Action:

B. Self-reflection: Learning in relation to influencing and overcoming barriers

6. During training, we discussed the difference between PERSUADING and INFLUENCING, and why the distinction between these two is different.

Write in the box what you see as being the main differences, and why influencing might be more helpful than simple 'persuasion' for you personally.

7. We discussed 'push' and 'pull' factors for influencing people during the training session. Push factors can be more about forcing or moving people towards change, rather than pull factors which are more about motivating people to want to make the change.

Examples include:

- Push: Insisting on your view; giving opinions and judgements; talking about facts or targets
- Pull: Asking about values/principles/needs; inviting new ideas; encouraging perspectives of others; asking others to explain what they mean

In the box below, write down what PUSH and what PULL factors you might use for an upcoming project that you have to do, and how successful or not these might be.

8. During training, we discussed 9 key influencing tactics (e.g. rational persuasion; requesting; inspirational appeals etc.). Refer back to the training slides. Which tactic do you commit to practicing and using in your next project, and why?

9. During training you practiced drawing your own personal social network map. Finish creating your social network mapping table. Has this helped you to realise where the 'bottlenecks' are in your own networks? How will this impact how you approach influencing and networking with these people in the future?

10. We discussed the key steps for influencing: (1) Build rapport, (2) Ask questions, (3) Listen, (4) Persuade, (5) Decision. Practice using this framework the next time you have an encounter with someone where you are influencing them.

C. Tools to takeaway: Influencing and Overcoming Barriers

Below is a list of further tools that can be used for influencing and overcoming barriers.

(i) Further Influencing Skills Quiz

Mind Tools has a free quiz for testing your influencing skills:

<https://www.mindtools.com/pages/article/influencing-skills-quiz.htm>

D. Further reading tip....

Books and articles:

- How to win friends and influence people (Dale Carnegie)
- Influence: the psychology of persuasion (Robert B. Cialdini)
- Influencer: the power to change anything (Kerry Patterson et al.)

Podcasts:

- Power, creativity and influence
- The Influence Ecology