



**LEADERSHIP SOFTWARE:  
NAILING DEADLINES AND ELIMINATING STRESS**



## Are meeting deadlines a stressful process?



***Your  
technology  
does not  
provide you  
everything  
you need -  
there's  
a better  
way!***

As a manager, time, money and process are vital elements to track while controlling a desired business outcome, from projects to company operations. Yet, if you depend on people to create that outcome and are only tracking these elements, you are making decisions based on incomplete and sometimes biased information.

Our simple add-in technology to Microsoft Project\* cuts through common misconceptions about tracking time spent, money consumed and processes followed, and supports you in managing people as the key assets in achieving business success.

Is your current software providing you with detailed information about the value your people offer or does it only focus on the amount of money they're spending? It's your people's initiative, dedication and drive that create your business results.

Converting your current project software into a technology that supports the maintenance of these three elements gives you essential knowledge to nail deadlines with greater ease and efficiency.

### ***Misconception #1:***

***“Tracking time and money gives you visibility and control.”***

***Action versus reaction. Tracking time and money causes you to react, sometimes overreact!***

***If you want increased visibility and control, measure and manage how well your employees are set-up to succeed in meeting expectations.***

Tracking time and money tells you if people were able to, in the past, do good work, be good followers and be adequately rewarded. It's like saying, “When the Titanic hit the iceberg, that's when the Captain was really in control.”

***It's certainly important to know when you've hit the iceberg, but isn't it more important to know how to miss it?***

Our software provides you the missing information that tells you how to avoid potential time, money and process issues, especially when working with changing requirements or new opportunities. And when issues cannot be avoided, our software provides you with reliable solutions to optimize your workforce according to the three measurements discussed above. That's the visibility and control you really need.

## ***Misconception #2:*** *“Process makes a difference.”*

It's **people following the process that make a difference**. Consider that a process establishes a level of quality or efficiency when followed by implementers. Yet, how do you calibrate the process in terms of the people following it?

For example, are the processes you're using optimized to fully utilize the experience and strengths of your implementers to maximize their productivity? How are you currently calibrating this optimization factor? Do your processes take full advantage of the implementer's drive to do good work? Is this also calibrated?

***Utilizing strengths and maintaining drive become the real building blocks in getting people to do good work.***

Our software not only provides you with automatic access to this calibration information, it also increases your control in maintaining these building blocks to reliably meet deadlines with greater ease.

## ***Misconception #3:*** *“People don't want to change.”*

It's not change people resist, but **the negative effects that can be caused by that change**. Hand out a wanted raise or promotion and see how fast change is accepted.

***The first step to making change easily within an organization is to know what inspires people.***

The only thing certain in the business world is that change will happen and as a manager, you will need to get your team to adapt. Using our software gives you key information about your team's potential reaction to a specific organizational change and what they will need to feel more secure.

With this information, **our technology facilitates a simple communication technique with your group**, providing you the knowledge to lead the team's transition with greater ease and support.

The Catalyst Technologies Team  
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## ***Misconception #4:*** *“People don't like to report their own progress.”*

People like to report their good work. But, they are concerned about how their progress, especially how being behind is interpreted. **Tracking time and money indicates how you interpret good work from bad**. That's an ongoing dynamic, and time and money need to be tracked consistently. So, what do you do? Our software translates time and money metrics into learning and growth measurements with the same level of objectivity and accuracy.

***These learning and growth measurements are then translated into the workforce's self-esteem, confidence and worth.***

***This approach provides people with the incentive to track and report their progress in order to:***

- 1. Be adequately acknowledged***
- 2. Improve their quality of life***

Either reason establishes a measurable win-win system for all involved. When your team measurably benefits by providing you with reliable, timely data (good or bad), your ability to control an outcome dramatically improves.

*What happens  
when you get  
all the facts  
to make more  
informed decisions?*

*“Simply put, the  
technology is creative,  
innovative and  
effective.”*

Transformation Manager,  
US Defense Department

*“Incisive and  
practical method -  
it really worked.”*

IT Team Lead,  
New Ships Construction

*“Far exceeded my  
expectations.”*

CEO,  
Multimedia  
Production Company

*“Became a  
lifesaver for the  
organization.”*

Senior Project Manager,  
National Security Programs

## Welcome to a simple add-in that gives you the knowledge to nail deadlines

If you want the greatest amount of control and visibility in achieving results, our breakthrough add-in software, called “u2,” is exactly in alignment with your needs. Our u2 add-in converts your current project software into a leadership tool designed to compliment any project or operations methodology currently in practice. It begins with reducing your administrative hassles and documentation burdens so you can have more time to focus on people. It then gets your group positively excited about supporting your goals, even when it involves drastic change, overwhelming challenges or difficult feedback regarding performance.

As you know, people who work for you make a difference in your success. That's not a misconception; it's experience. Now there's a common sense technology that focuses on making you successful by giving you, at a touch of a button, the necessary information about the people you depend on daily to achieve your goals. Whether you're using u2 in a project management or operational scenario, this software fits your leadership style and implementation environment.

As you succeed, your challenges will only increase and most likely, so will your dependency on other people's performance. It's time to use a simple straight forward technology that compliments your leadership instincts and supplies you with the necessary team data that helps you consistently nail deadlines. That's the foundation of our u2 approach.



*Nail deadlines and reduce stress by having an add-in software technology  
that supports your needs and focuses on what's important to your success.*



*Would you like to know all seven common misconceptions and corresponding leadership techniques to avoid falling into these traps to meet deadlines more reliably?*

## Proactive, people-centric, hands-on workshops based on u2 Leadership capabilities:

### **Nailing Deadlines by Making Dreams Come True**

#### *Course Overview:*

What motivates your team to meet an aggressive deadline? What leads them to stay up late or make personal sacrifices when needed? What drives them to do good work consistently, even in difficult situations? This workshop provides you with proven techniques to answer these questions and nail deadlines while making you and your team's dreams come true.

#### *Who Attends?*

Executives, Managers, Supervisors, Leads (Optionally with their Staff/Teams)

#### *Bonus Material:*

This workshop includes complimentary e-learning software (based on **u2 Leadership Software** components) to reinforce the workshop experience.

*Time Investment:* ½ day

### **Rising Above Any Situation Using Three Key Words**

#### *Course Overview:*

By using three key words, combined with a simple technique, you can become more effective in handling the most challenging issues, including scenarios involved with running an emotional meeting, talking to disgruntled employees, coping with seemingly impossible deadlines or dealing with unwanted change.

#### *Who Attends?*

Executives, Managers, Supervisors, Leads

#### *Bonus Material:*

This workshop includes complimentary e-learning software (based on **u2 Leadership Software** components) to reinforce the workshop experience.

*Time Investment:* 1.5 Hours

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## Avoiding Costly Productivity Issues by Counting to 10, Twice

### *Course Overview:*

By using simple techniques taught in this workshop, you can anticipate team productivity issues that would potentially cost you a month or more of work if not addressed. The techniques taught in the workshop take less time to use than if you counted to 10, twice.

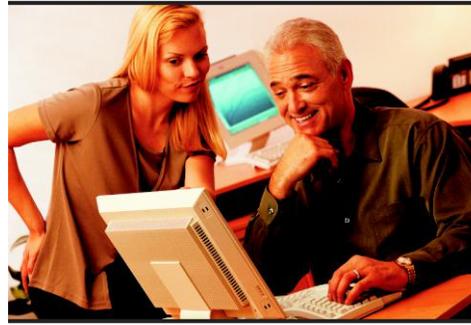
### *Who Attends?*

Executives, Managers, Supervisors, Leads (Optionally with their Staff/Teams)

### *Bonus Material:*

This workshop includes complimentary e-learning software (based on **u2 Leadership Software** components) to reinforce the workshop experience.

**Time Investment:** 1 day



## Gaining Freedom by Having Everyone Else Have the Answers

### *Course Overview:*

This workshop is designed for managers who want to put their time and energies towards new opportunities and let their teams competently and even sometimes brilliantly handle operational issues. It teaches how to harness and use a team's brilliance!

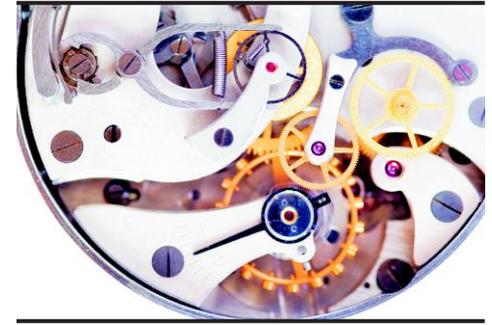
### *Who Attends?*

Executives, Managers, Supervisors, Leads (Optionally with their Staff/Teams)

### *Bonus Material:*

This workshop includes complimentary e-learning software (based on **u2 Leadership Software** components) to reinforce the workshop experience.

**Time Investment:** 2 days



## Building Team Excellence Using Precision Business Instruments

### *Course Overview:*

This workshop teaches how to use advanced features of u2 leadership software to provide you with pinpoint knowledge as to how to precisely increase your team's productivity and get buy-in with a minimal amount of effort, hassles and time-investment on your part. It teaches you how to create project and operational plans in 1/20th the time, and do a variety of "best practice" business analysis and related reports within seconds by pushing a u2 button.

### *Who Attends?*

Executives, Managers, Supervisors, Leads with their Staff/Teams

### *Requirement:*

**u2 Leadership Software.**

**Time Investment:** 2 days



## Getting a Team to Believe in Their Own Magic

### *Course Overview:*

By using the technology and methodology described in this workshop, you and your team will be enlightened to the magic they possess to do the seemingly impossible, even in the worst business situations. Employee superheroes will be unleashed!

### *Who Attends?*

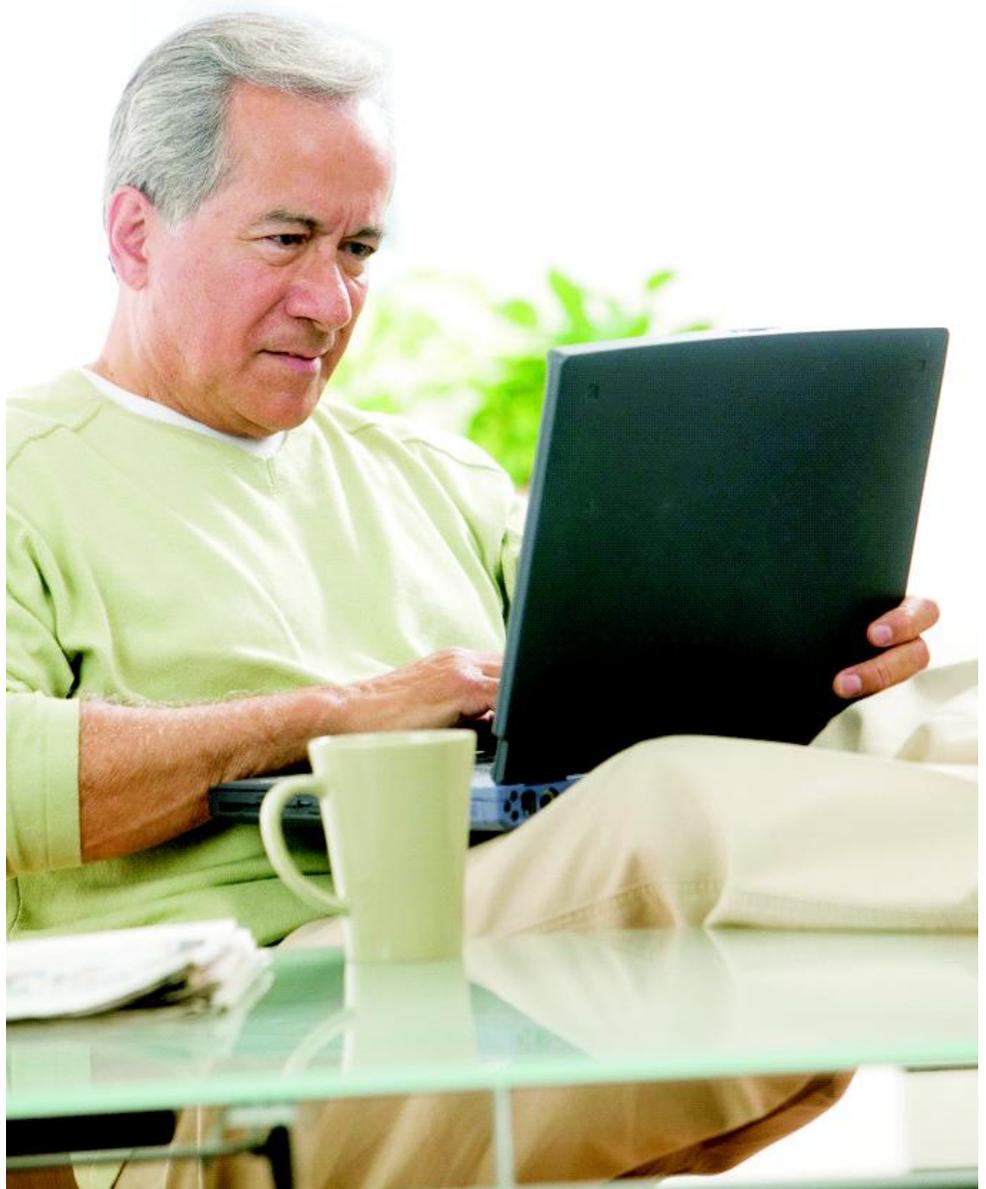
Executives, Managers, Supervisors, Leads with their Staff/Teams

### *Requirement:*

*u2 Leadership Software.*

*Time Investment:* 2 ½ days

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