

Effective Communication

EFC

Let's get clear and efficient with our exchange of information between individuals or teams within an organization. In these 2 separate 2-hour virtual learning experiences, you will understand the different communication styles of individuals, become a more mindful listener and achieve a balance between high-quality inquiry and advocacy through insightful questions, discussions and exercises

Target Audience

This course will benefit all leaders or individual contributors in corporate organizations, professionals, entrepreneurs and business owners.

Pre-requisite: None

Duration

4 hours

Objectives

This course equips participants with practical techniques to:

- Understand primary communication styles and adaptability
- Improve understanding and capability in mindful (active) listening
- Develop balance between inquiry and advocacy in communication

Course Topics

Session 1:

- Importance and barriers to effective communication
- Communication styles
- Mindful listening
- Inquiry vs. advocacy

Desired Outcomes

- Better results in projects
- Optimized performance at work
- Higher self-confidence
- Enhance adaptability and agility in various situations
- Realize unique and repeatable success