



Effective Communication

Regardless of where one ends up at when it comes to employment, in all likelihood one will eventually have to deal with other people to some degree or another. One's ability to interact with other people to an acceptable degree is expected of anyone and everyone in the workplace regardless of position. Learning how to mingle, deal with, and interact with people in general is a useful skill, particularly in the workplace where one's ability to negotiate with peers and courteously deal with and interact with superiors and clients can only be a boon for them.

Interpersonal skills can be tricky to master though as it usually takes a lifetime of interacting with people to pick up on the many subtle hints that they're dropping and not blunder into an awkward situation. Our trainers will provide effective facilitation of an interactive training session to highlight the tools and skills around effective communication.

Course Overview

The first part of the day will be spent getting to know the participants and discussing the workshop. Students will have the opportunity to identify their learning goals.

Reexamine the fundamentals of communication

In this session, participants will rediscover their roots by reexamining the fundamentals of language and communication as this will serve as their backbone and framework for all their future endeavours in this course going forward.

Identify, interact with other, and develop their own communication styles

In this session, participants will learn how to display proficiency in how they interact with the differing styles.

Identify and overcome different barriers of social interaction

In this session, participants will be taught how to recognise impediments in communication and are allowed to develop strategies and workarounds to potential barriers by deriving from sturdy and reliable research materials from relevant fields.

Become sensitive to the demands of context

During this session, participants will be well-informed and equipped to properly interpret statements with context in mind.

Employ strategies and methods to streamline communication

In this session, participants will be taught to observe the formation of these workplace linguistic phenomenon in other workplaces, see how they work and can be used effectively, and then attempt to create or at least adapt their own workplace language; all the while observing the benefits, and pitfalls of workplace linguistics for newcomers and outsiders.

Workshop Wrap-Up

At the end of the course, students will have an opportunity to ask questions and fill out an action plan.

Visit <https://paramountraining.com.au> for more information or call 1300 810 725