



SpeakEasy

Public Speaking Workshop

This workshop is for anybody who wants to improve their speaking skills in informal situations.

How You will Benefit:

- To enhance the ability to speak one-on-one with others.
- To develop the confidence to feel at ease, speaking socially or small groups such as meetings.
- To practice developing these skills in a safe and supportive setting

What You Will Cover:

- ▶ The Skill of Interactive Listening
- ▶ The Power of Questions
- ▶ Self-Disclosure
- ▶ Body Language
- ▶ Re-designing Yourself for Strength
- ▶ What does Professional Mean?
- ▶ The Art of Conversation
- ▶ Fifteen Ways to Master a Meeting
- ▶ Critical Circumstances and Sticky Situations
- ▶ Controlling Physical & Mental Nervousness

What's Included?

- Instruction by an expert facilitator
- Small interactive classes
- Specialized manual and course materials
- Personalized certificate of completion

TIME: 9am – 4pm. FEES: \$2,000.00 onsite up to 12 people. \$300.00 per person offsite, plus applicable taxes. *Prices and dates are subject to change.