

Communication Skills

Course Duration: 1 Day



Course Overview

For the better part of every day, we are communicating with others. Whether it's the speech you deliver in the boardroom, the level of attention you give your spouse when they are talking to you, or the look you give the cat, it all means something.

The Communication Skills course will help participants understand the different methods of communication and how to communicate with maximum effectiveness. These strategies will provide a great benefit for any organisation and its employees. They will trickle down throughout the organisation and positively impact everyone involved.

Workshop Objectives:

- Understand what communication is
- Identify ways that communication can happen
- Identify barriers to communication and how to overcome them
- Develop their non-verbal and para-verbal communication skills
- Use the STAR method to speak on the spot
- Listen actively and effectively
- Ask good questions
- Use appreciative inquiry as a communication tool
- Adeptly converse and network with others
- Identify and mitigate precipitating factors
- Establish common ground with others



Further information

For further information about this course please contact an AGT

Learning & Development Consultant on 1300 784 408

A full list of courses can be found at www.agt.edu.au