



“An Effective Manager: Critical Communication Skills Workshop”

About the Program

The success of the business rests upon communication. To be a good communicator, you need to be a good speaker and a patient listener too. On the other hand, written communication also needs to be very accurate to make sure that message is understood correctly.

Apart from the business requirements, communication skills are also important for people to make healthy relationships with their office counterparts. If the internal environment of an organization is healthy, it benefits both, the employees and the organization itself.

Who is it for?

Managers and Individual contributors with work experience up to 12 years.

Duration

Pre-workshop mail, 1 day live training and 4 weekly emails, weekly coaching calls - optional

Program modules

Module 1: Basic Concepts

Module 2: Active Listening

Module 3: Using the phone effectively

Module 4: Getting people to read and act on your emails

Module 5: Pitching an idea successfully

Program outcomes

Improved effectiveness at workplace

Better connect with teams and customers

Improved collaboration and team work

Prime Meridian Consulting India Private Limited is a company incorporated with the purpose of “building leaders everywhere”. The company deliver trainings and consultancy to help people perform at world-class levels at every level of Organization.

Participant’s Feedback

- Awesome workshop and everyone should attend this kind of workshop.
- It was very good, video’s with logical discussions, interesting and knowledgeable
- Very energetic, to the point. Straight from the Heart to the Heart. Will make sure to enrich my life with the knowledge and experience I got today
- Simple Language, to the point, good/relevant examples, good presentation
- It was very effective and interactive. Easy to understand, very specific and precise in terms of communications
- It was very good. I recommend it for each individual in the company. It should be mandatory
- The delivery process is excellent and we are bringing more knowledge and confidence to our workplace.