

COMMUNICATING BETTER

CONSISTENT, CLEAR & CONCISE COMMUNICATION

WORKSHOP SUMMARY

OVERVIEW

Our Communicating Better workshops help students improve how they communicate with each other, their teachers and their parents.

The workshop explores both the importance of listening carefully and of communicating clearly. As a result of the workshops, students will be better equipped to listen to instructions, ask for help more effectively and work as part of a team.



KEY MESSAGES

Thinking before speaking

- Don't jump straight in
- The importance of "wait time"
- What's the first thing you need to say?

Saying what you mean

- The importance of confident communication
- Having the courage of your convictions

Feedback

- How to ask for feedback
- Arguing vs actioning feedback
- How to use feedback effectively

Communicating as part of a team

- Respecting each person's opinion
- The importance of listening to everyone (diversity is good)
- The link between communicating and leading



BOOK THIS WORKSHOP NOW

Our workshops are interactive and engaging. It's one of the reasons we get such great feedback from staff and students. Get in touch now to discuss booking this workshop on **020 8693 3191** or **info@innerdrive.co.uk**



www.innerdrive.co.uk