

BEING ABLE TO SPEAK CLEARLY IN ANY CIRCUMSTANCE

Objectives

- Beat your lack of confidence
- Discovering your communication style and enhance it
- Tips to be understood and increase your message impact
- Adapt to interlocutors in order to arouse their interest & attention
- Succeeding in making an oral improvisation

Concerned people

Every business occupations.






Duration

2 days

Know-How acquired




Oral communication qualities

Improvisation exercises and vocal techniques: participants will improve their oral communication

-  Improvised speech
-  Physiological speech aspects (breath, articulation, intonation, delivery, volume)
-  Non verbal signature of the message (gesture, look, face expressions, attitude, position, space occupation)
-  Fright characteristics and management
-  Expressive reading or how to take advantage of your written notations. When you speak keep a written message impact (give meaning, position your voice, sustain your look, manage and keep silences).

Basic rules for oral communication

Controlling the signature is not enough to be orally punchy. It is also necessary to build the most appropriate message in order to be understood and have the expected impact:

-  Communication process (from transmitter to receiver, feedback cycle, message distortion, reference frame)
-  Idea structurations to improvise, inform, describe, explain, persuade.
-  Highlight ideas (emotional canals, illustrations, coupling words)

Quick wit

During an oral intervention in a conference, meeting or interview, we are sometimes resourceless after a criticism, objection or unexpected question...

Improving your impact when you speak also means developing a quick wit. It allows you to accept in a positive way destabilizing questions. Know how to deal with them.