



4D Group

Personal Presence and Self Awareness

Who Would Benefit?

All individuals who would benefit from learning how to increase their levels of confidence and motivation.

Objective

By the end of the course, individuals will understand how to improve their personal presence having received feedback on their own personal style and strengths and weaknesses. Through a variety of personal questionnaires and exercises they will have a range of tools and techniques to enable them to achieve this and have the confidence and motivation to apply these in their work life.

Content

Personal presence.
What do you want to achieve, why and in which situations.
Self-awareness.
Personal motivation and values.
Personality types and behavioural styles.
Personal strengths and weaknesses.
Your knowledge, skills and aptitudes.
Understanding your communication style and how effective is it.
Improving your personal presence.
Assertiveness.
Making an initial impact:
 personal presentation
 verbal communication
 non verbal communication.
Influencing skills.
Group process and facilitation.
Effective listening and questioning.
Building rapport .
Networking .
Developing your skills.

Duration

One day