

Communication & Presentation Skills for IT Pros

Duration: 2 Days

Introduction Text

Being a successful professional in the IT industry requires more than just IT knowledge. Communicating that knowledge to the stakeholders, team members and seniors in the organization determines an IT Pro's career growth. This program is specially designed for IT Pros to get rid of the fear of presentations and also develop the necessary skills to communicate with confidence.

Modules Covered:

- Conversation Starting Techniques
- Looking at Self Defeating Thought Patterns
- Strategies for Developing Confidence to Communicate
- Discovering Your Communication Style
- Fundamentals of Presentation Skills
- Know Your Audience's Learning Styles
- Communicate with Authenticity
- Uncomplicate Your Message
- Handling Challenging Questions

Expected Outcomes: After attending this 2 days' program, participants will be able to:

- Strike conversations with others effortlessly
- Identify the negative thoughts and fears that stop them from communicating assertively
- Gain more confidence to make presentations before an a group of people
- Know their Communication Style
- Know the international best practices in Stand Up Presentations
- Communicate and share ideas knowing their teams'/groups' learning styles
- Communicate with Credibility
- Simplify complex information
- Handle Challenging Questions

Training Methodology: Minimum Batch Size: 1, Maximum Batch Size: 5

The program ends with distribution of certificates.

Some of the presentations will be videographed and either a group or personal review/coaching session will be given to each of the participants. Each day is 8 hours' training, with two tea breaks and lunch.

The language is English. There is no courseware. Participants can carry back their video recordings.