

COMMUNICATING WITH INFLUENCE & PROFESSIONAL PRESENCE

2-Day Training Course

Build Your Confidence, Performance & Spheres of Influence. Discover a selection of tools & techniques available to enhance your personal profile, increase professional visibility, confidence, fine-tune your communication & interpersonal interactions, visual credibility & executive presence.

26-27 February 2019 • Perth

5-6 June 2019 • Brisbane

11-12 September 2019 • Sydney

29-30 October 2019 • Melbourne



Our Expert Course Instructor



Isabel Deeble

Isabel is a communication specialist who is an entertaining and compelling presenter, effectively engaging her audiences and leaving them enthused to take personal action to enhance their leadership, persuasion and negotiation skills.

Key Learning Objectives

- ▶ Discover the dynamics of your communication and presentation style
- ▶ Improve your capacity to influence and persuade others through interpersonal communication elements
- ▶ Develop the skills to communicate with credibility and personal power
- ▶ Recognise specific verbal, vocal and visual communication skills to influence senior management and all stakeholders
- ▶ Learn how to overcome confidence breakers in the workplace
- ▶ Discover an assertive, persuasive, yet quick thinking response style
- ▶ Learn to project professional presence and influence through image and personal style

COMMUNICATING WITH INFLUENCE & PROFESSIONAL PRESENCE

26-27 February 2019 • Perth
5-6 June 2019 • Brisbane

11-12 September 2019 • Sydney
29-30 October 2019 • Melbourne

ABOUT THE COURSE

Your ability to communicate effectively at all levels, project self-assurance and self-confidence, based on solid knowledge and skills will significantly raise the probability that you will move ahead in your chosen career.

Competition is fierce and when you have the tools to compete, and the better you know how and when to use them, you will enhance both your career satisfaction and prospects. That is precisely what this interactive course is designed to do for you.

You will learn the tools needed to immediately improve your performance with stakeholders in many areas, including:

- Personal style in communication
- Presentation
- Influencing others
- Persuasion and personal power
- Interpersonal behaviour
- Professional presence
- Self-confidence

With your career prospects, depending to a considerable extent on your ability to master these professional skills, you should not miss this opportunity. The emphasis of this course is on practical outcomes rather than theoretical learning.

WHO WILL BENEFIT

This course has been designed for all professionals who communicate on a day to day basis with internal and external stakeholders and want to enhance their personal profile, increase their professional visibility, fine-tune communication and interpersonal interactions and raise their level of confidence in the workplace.

Would You Like To Run This Course On-Site?

Informa Corporate Learning: On-site & Customised Training

If you have **8+** interested people, an onsite course can be an ideal solution. Speak with **Anton Long** or **Holly Baldwin** on **+61 (02) 9080 4454** to discuss your customised learning solution, or email **training@informa.com.au**

OUR EXPERT COURSE INSTRUCTOR



Isabel Deeble

With over 29 years' experience in research, consulting and training Isabel conducts numerous corporate programs and one on one coaching in leadership and communication for private and corporate clients.

University trained and with an extensive background in performing arts, Isabel has credentials, experience and accreditation in presentation skills, behavioural styles, interpersonal communication and visual credibility.

Isabel has also been trained in the USA in internationally recognised principles of influence and persuasion. Isabel applies these principles to her content and processes as they are critical to effective leadership negotiation. Isabel also incorporates learnings and insights of Neuro Linguistic Programming (NLP) into her training and consulting. She is an accomplished public speaker and is vice president of the National Speakers Association of Australia (NSW).

She is a communication specialist who is an entertaining and compelling presenter, effectively engaging her audiences and leaving them enthused to take personal action to enhance their leadership, persuasion and negotiation skills.

Isabel has been a consultant to The Dept of Foreign Affairs and Trade training SE Asian trade commissioners and senior members of the Ministry of Education in China. Her current clients range in size from one person businesses to large merchant banks. Current clients include Ernst and Young, Dept of State and Regional Development, Swiss RE, Macquarie Bank, WorkCover Authority, Global Medical Solutions Australia and LJ Hooker.

Course attendees benefit directly from the 'take away' useful skills they learn. Isabel ensures that her workshops are practical, interactive and produce change oriented outcomes. She is passionate about helping her client's project confidence, credibility, competence and personal power to achieve success in leadership.

WHAT OUR CLIENTS SAY

"Knowledgeable and engaging. Presented the course in a very logical manner and provided lots of real life scenarios and examples."

Portfolio Analyst, **Asset Allocation, Super Investment**

"Very positive, kept everyone in the group involved and raised confidence levels. Lead good group discussions."

Senior Analyst, Risk & Compliance, **Super Investment**

COMMUNICATING WITH INFLUENCE & PROFESSIONAL PRESENCE

26-27 February 2019 • Perth

5-6 June 2019 • Brisbane

11-12 September 2019 • Sydney

29-30 October 2019 • Melbourne

2-Day Course Outline

Influencing through your ability to communicate with clarity, confidence, connection and personal power

- Influence, connect and engage when speaking and presenting
- Make sure that you get your message across
- Field impromptu questions effectively
- Learn tips, techniques and tools in speaking and presenting
- Develop a dynamic presentation style
- Plan with purpose
- Use structure for success and content to connect
- The power of PowerPoint – less is more

Influencing through understanding your behaviour and communication style

- Identify the communication and behavior style of yourself and others, and adapt your approach to improve working relationships
- Understand the strengths and challenges of your style
- Understand team dynamics to create a positive team working environment
- Develop your self-leadership style, matching it with team member needs
- Review the key attributes of successful influencers and communicators

Influencing through a key psychological tool in rapport building

- Recognise that rapport is the key to positive influencing and conflict management
- Identifying different approaches to reaching agreement
- Learn a key psychological tool for rapport, trust, conflict resolution, negotiation and influence
- Develop awareness of influential language patterns
- Improve listening skills
- Calibrate non-verbal skills
- Refine questioning skills: Uncover interests and get quality information

Building influence through key elements of communication and rapport skills

- Your voice is your 'second face'
- Develop awareness of influential language patterns
- Improve listening skills
- Calibrate non-verbal skills
- Understand levels of listening
- Use powerful questioning for quality information

Influencing through your personal brand and professional presence

- Understand the dynamics of first and ongoing impressions
- Things people see and sense in the professional context
- Credibility, congruence, context, and confidence
- Establishing your professional brand image; purpose, objectives, elements
- Harnessing your resources; the 'what' and 'how'

Influencing skills for application and integration to enhance your ability to persuade and create visibility for yourself

- Key principles of influence
- Influencing, connecting and engaging in communication
- Getting people to say 'Yes'
- Managing meetings; processes with power
- Influencing to improve your leadership capability

Integrating the core elements of influence and professional presence

- Mapping your sphere of influence to achieve personal and professional goals
- Manipulating and managing the core elements of Influence and professional presence
- Finetuning the processes of masterful communicators

This interactive and practical training course includes individual self-assessment, group discussion, practical activities, practice techniques, checklists, models and action plans designed to facilitate change-oriented learning.

This learning is designed to be applicable the very next day after the course ends for maximum take away value and professional relevance for every participant.



COMMUNICATING WITH INFLUENCE & PROFESSIONAL PRESENCE

26-27 February 2019 • Perth
5-6 June 2019 • Brisbane

11-12 September 2019 • Sydney
29-30 October 2019 • Melbourne

Easy Ways to Register

1 Web
www.informa.com.au/professionalpresence

2 Telephone
+61 (02) 9080 4395

3 Email
training@informa.com.au

Stay Connected



Communicating with Influence & Professional Presence

	Location	Course Dates	Super Early Bird price valid until		Early Bird price valid until		Standard price valid after		4+ Dels Discount	
			PE - 18 Jan 19 BR - 26 Apr 19 SY - 2 Aug 19 ME - 20 Sep 19		PE - 8 Feb 19 BR - 17 May 19 SY - 23 Aug 19 ME - 11 Oct 19		PE - 8 Feb 19 BR - 17 May 19 SY - 23 Aug 19 ME - 11 Oct 19			
P19GC01PE	Perth	26-27 Feb 19	\$2,095 + \$209.50 GST	\$2,304.50	\$2,295 + \$229.50 GST	\$2,524.50	\$2,395 + \$239.50 GST	\$2,634.50	\$1,836 + \$183.6 GST	\$2,019.60
P19GC01BR	Brisbane	5-6 Jun 19	\$2,095 + \$209.50 GST	\$2,304.50	\$2,295 + \$229.50 GST	\$2,524.50	\$2,395 + \$239.50 GST	\$2,634.50	\$1,836 + \$183.6 GST	\$2,019.60
P19GC01SY	Sydney	11-12 Sep 19	\$2,095 + \$209.50 GST	\$2,304.50	\$2,295 + \$229.50 GST	\$2,524.50	\$2,395 + \$239.50 GST	\$2,634.50	\$1,836 + \$183.6 GST	\$2,019.60
P19GC01ME	Melbourne	29-30 Oct 19	\$2,095 + \$209.50 GST	\$2,304.50	\$2,295 + \$229.50 GST	\$2,524.50	\$2,395 + \$239.50 GST	\$2,634.50	\$1,836 + \$183.6 GST	\$2,019.60

Privacy Policy & Updating your Details:

Please visit us online at www.informa.com.au/privacy for a full privacy policy. Database amendments can be sent to database@informa.com.au or phone **+61 (0) 2 9080 4017. ABN: 66 086 268 313**

Informa Corporate Learning – On-site & Customised Training

Informa Corporate Learning has a long-standing track record of delivering very successful customised learning solutions achieving real and measurable value for our clients through our senior training consultants.

If you have 8+ interested people, an on-site course can be the ideal solution – giving you the opportunity to customise our course content to your specific training needs, as well as attracting significant savings compared to public course costs.

Why Choose On-site With Informa Corporate Learning?

- 1. Custom design** – Together, we will identify the best blended learning solution for your culture, your people and your training objectives.
- 2. Quality Assured** – We design market-leading training programs, concepts and methodologies, with a 400+ course portfolio. Our rigorously selected 900+ instructor faculty are recognised experts in their field. Quality of their content and delivery methods is assured through continuous monitoring and evolution.
- 3. On-site training** is a cost effective way to train your people and achieve your defined outcomes.

Our Long Standing Clients Include:

Ambulance Victoria, BHP, Department of Planning, Transport & Infrastructure, SA, Origin Energy, Electricity Generating Authority of Thailand (EGAT), ActewAGL, Ajilon, Arrow Energy, Barrick, Chevron Australia, Coffey International, ConocoPhillips, Dalrymple Bay Coal Terminal, Department of Education, ENI Australia, Fortescue Metals Group, IBM, Jemena, Office of the National Rail Safety Regulator, Pacific National, PT Freeport, Public Transport Authority – WA, QGC – BG Group, Rio Tinto, UBS, Woodside, IP Australia, ANU, Health Purchasing Victoria, Telstra, Queensland Rail, EY, Litmus Group and more...

Speak with **Anton Long** or **Holly Baldwin** on **+61 (02) 9080 4454** to discuss your customised learning solution, or email training@informa.com.au

Book online
www.informa.com.au/professionalpresence

Book over the phone
+61 (02) 9080 4395

Book via email
training@informa.com.au

informa
corporate learning