Effective Communication Styles

Effective communication is a foundation of successful management, effective change, and a core skill for all executives. This masterclass will provide executives with practical tools and techniques to understand and improve one-way and two-way communication styles for them and their teams.

Recommended audience
This masterclass is designed for executives and managers who rely on verbal and written communication to improve the effectiveness of their conversations, emails, documents, and presentations.

Key benefits
By the end of the masterclass participants will be able to:

- Identify the fundamental communication styles in sending and receiving information
- Describe the differences for one-way and two-way communication
- Critically discuss the changes in communication style preferences under stress
- Adapt their own communication style(s) to improve their effectiveness
- Apply the tools and techniques with verbal and written communications

Topics to be covered
- Fundamentals of communication styles
- Linkages to the work of Herrmann, Jung, and Myers-Briggs
- Characteristics of different individuals, groups, and organisations
- Synchronous and asynchronous communication
- Communication styles under normal conditions and stress conditions
- Components of communication styles
- Adaptation of communication styles
- Effective communication as an executive

Length of session
One full-day of combined short interactive lectures and group discussions