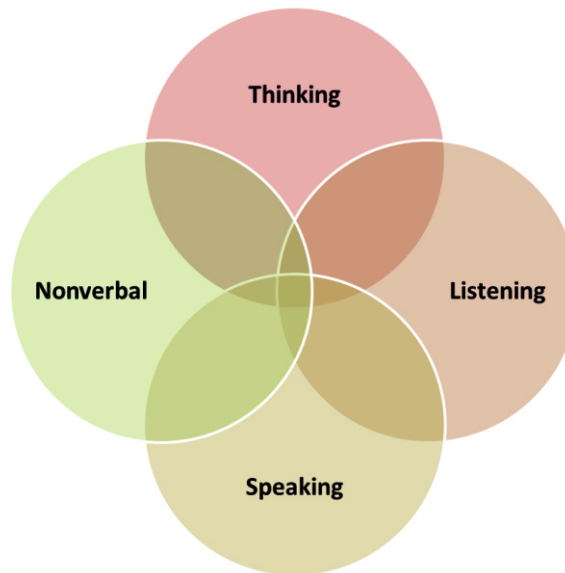




# COMMUNICATION SKILLS



*The most efficient team has one best advantage among other teams which is the effective communication which can be always improved via training and practicing. This workshop presents the best communication skills and provide the opportunity to exercise it.*

*This course is designed for top, middle management and juniors.*

## Modules

- Importance of communication
- Components of communication Process
- Barriers of effective communication
- Importance of Vocal Skills
- Vocal Elements
- Importance of Verbal Skills
- Importance of words
- Role of context
- Structure of Sentence
- Role of Visual Element
- Body Language and Message conveyed
- Measure your listening abilities
- Importance of listening skills
- FEEF Model
- Understanding your Communication Style
- Different types of Style

- Practicing Visual component in Communication
- Understanding Significance of Listening in Communication
- Understanding Communication Styles

## Requirements

- Ability to speak, write and understand the language of instruction (English)

**Course duration:** 2 days

## Objectives

- Overview on Communication Skills
- Understanding and Analyzing Vocal Skills
- Practicing Verbal Component in Communication

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