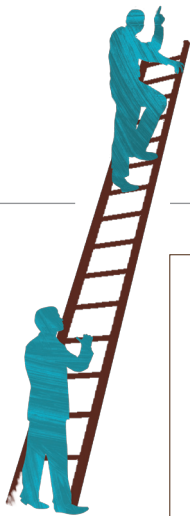


# UPlifting Presentation & Communication Workshops

> Step UP to Your Infinite Potential™



Infinitus<sup>®</sup> partners with you to build an uplifting customised solution for your professional development needs. The creation of a relaxed atmosphere cultivates an energising and supportive learning environment leaving participants motivated and up. Workshops can be designed to meet your exact needs using our customised methodology, or you can select from these base programmes.

## **Power UP your Communications**

> Tools and techniques for maximum impact

1 DAY

Power up your messages with motivational and easy to use communication techniques. Cut through the noise of today's busy communication space. Structure and communicate to inspire people to want to listen, thus activating meaningful two-way communications.

## **Become an Uplifting Trainer**

> Design and deliver captivating training that works

3 DAYS

People learn best when they are inspired to! Learn, practice and refine what it takes to be an effective and uplifting trainer. In this workshop you'll master the training process from design to presentation and debrief.

## **Present UP with the Wow Factor**

> Capture your audience

2 DAYS

Power up your presentations and captivate your audience like never before. Gain competitive advantage through your presentation capability. Step up confidently to create and deliver captivating presentations which wows audiences and get the results you intended.

# UPlifting Presentation & Communication Workshops

> Step UP to Your Infinite Potential™



## Write UP for Results

> Utilising key business writing and email etiquette techniques

1 DAY

Write up your communications for ultimate cut-through in a time pressured society. Make them scannable, clear and professional. Polish up your grammar and punctuation then discover how to apply fundamental business writing techniques quickly and easily. Plus, gain a fundamental understanding of email etiquette thus avoiding misinterpretation and optimising email writing skills.



**Training Techniques** > This workshop is highly interactive involving uplifting individual, paired and group exercises. Discussions, case studies and brainstorming sessions ensure a practical edge and put theory into practice.



**Pre-work** > For the best traction and engagement participants complete a pre-work assignment. This analysis of workplace situations is intended to be thought provoking and a great foundation for the training. Pre-work allows us to hit the ground running at the workshop with real-life information.



**Follow Up** > Each participant will create an action plan to ensure continued self-development in the workplace and the greatest gains for the organisation.