

Training program to improve communication skills

The slide showcases training plan for improving communication skills of employees for building professional relationships. The training plan includes the purpose of training, target audience, what participants will learn, training mode etc.

Training topic	No. of participants	Purpose	Target audience	What participants will learn	Training mode	Duration	Training date	Remarks
Written communication	10	<ul style="list-style-type: none"> Writing for results E-mail, company reports, brochures, social media communication etc. 	Executives, Managers	<ul style="list-style-type: none"> Audience analysis Technique for transforming Way to prep and sequence information 	In-person	8 hrs	20-01-2023	Add text here
Verbal communication	30	Better engagement with clients and colleagues	Leaders, Managers, Executives	<ul style="list-style-type: none"> Customer engagement through story telling To develop voice, tone, and message alignment 	Virtual	2 days	20-01-2023	Add text here
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Effective Communication Skills Training Program Outline

F Rizvi



Effective Communication Skills Training Program Outline:

Reviewing **Effective Communication Skills Training Program Outline**: Unlocking the Spellbinding Force of Linguistics

In a fast-paced world fueled by information and interconnectivity, the spellbinding force of linguistics has acquired newfound prominence. Its capacity to evoke emotions, stimulate contemplation, and stimulate metamorphosis is truly astonishing. Within the pages of "**Effective Communication Skills Training Program Outline**," an enthralling opus penned by a very acclaimed wordsmith, readers attempt an immersive expedition to unravel the intricate significance of language and its indelible imprint on our lives. Throughout this assessment, we shall delve to the book is central motifs, appraise its distinctive narrative style, and gauge its overarching influence on the minds of its readers.

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