The ability to understand body language is a powerful skill that will help you interpret what people are saying unconsciously. Known as "non-verbal communication"
COURSE DESCRIPTION

The ability to understand body language is a powerful skill that will help you interpret what people are saying unconsciously. Known as "non-verbal communication", body language represents 55% of person-to-person communications, so learning how to use it and read it will give you a real advantage in improving your ability to communicate with others both in the workplace and at home.

The PD Training 1-day Body Language course teaches you how to recognise the body language of others, while also helping you become more aware of what your own body is communicating. You’ll learn how to read facial expressions, hand gestures, body posturing, voice variations and unconscious movements. You’ll also be exposed to the differences in genders and how to use body language to your advantage.
THE COURSE OUTLINE

BODY LANGUAGE TRAINING COURSE

LESSON 1

Meet The Ics Family
✓ Meet the Family
✓ Mr Proxemics
✓ Mrs Haptics
✓ Cousin Vocalics
✓ Uncle Chronemics
✓ Godfather Kinesics
✓ Reflection

Body Language Training Course – Lesson 2

Becoming Who You Want To Be
✓ Aligning Verbal and Non-Verbal Communication
✓ Body Language and Emotion
✓ Common Gestures
✓ Reflection

Body Language Training Course - Lesson 3

The Body Explored
✓ The Windows to the Soul
✓ What you say with your mouth
✓ The Power in your Hands
✓ Taking a Stand
✓ Reflection

Body Language in Business
✓ Please Sit Down
✓ Negotiation
✓ Building Rapport
✓ Body Language Observations
✓ Reflection
BODY LANGUAGE TRAINING COURSE - LESSON 5

Exposing the Art of Deception
✓ Common Gestures associated with Lying
✓ Other Deceitful Attributes
✓ Reflection

BODY LANGUAGE TRAINING COURSE - LESSON 7

Reflections
✓ Create an Action Plan
✓ Accountability = Action

BODY LANGUAGE TRAINING COURSE - LESSON 6

Body Languages Across Cultures
Behaviours Across Cultures
✓ Listening Habits and Audience Expectations
✓ Some things are universal – other things are not
✓ Touch
✓ Reflection
THANK YOU

BOOSTUAE.COM

EFFECTIVE BODY LANGUAGE

SECTOR / ADMINISTRATIVE AND SECRETARY

NON-TECHNICAL & CERTIFIED TRAINING COURSE