

Communicate with Impact

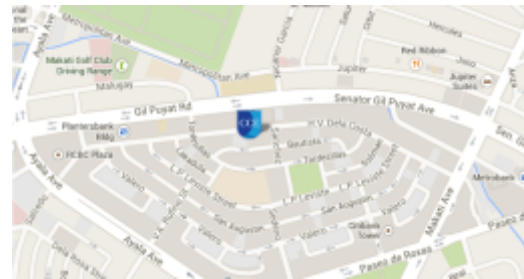
Communication Excellence Series

Package inclusions:

- Program fee
- Training kit
- AM/PM snacks
- Lunch
- Certificate of course completion

Venue:

Ateneo de Manila University - Salcedo Campus
3/F Ateneo Professional Schools Bldg.
130 H.V. Dela Costa St., Salcedo Village,
Makati City, Philippines



DATES

February 20 - 21, 2020
Thursday - Friday
9:30 am - 5:30 pm

PROGRAM FEE

Php 11,800.00 (Early Eagle Rate
until Feb. 6)
Php 12,800.00 (Regular Rate)

HOW TO REGISTER Online

www.cce.ateneo.edu

Email

sales.cce@ateneo.edu

Call

+63(2)8830.2040

Schedules and prices may
change without prior notice.



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October 28, 2019



ATENEO DE MANILA UNIVERSITY
GRADUATE SCHOOL OF BUSINESS



human resources management

Communicate with Impact

Communication Excellence Series



CENTER FOR CONTINUING EDUCATION

The art of communication is the language of leadership. - James C. Humes

Regardless of what business you are in – a large corporation, a small company or even a home-based business – superior speaking skills are essential for success.

Communicate With Impact helps you to understand effective speaking, and then shows you how to communicate your message in the best possible way. It is designed to provide information and background on spoken communication in a variety of settings: dyadic, small group, and audience.

This two-day program provides innovative instruction to help refine personal speaking styles. It presents an opportunity for you to see yourself as a whole person with a proper appreciation of yourself as a speech communicator, both as a source and a receiver.

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objectives

A successful participant will have an enhanced understanding of :

1. The variables that affect and effect spoken communication;
2. The fundamental skills that are essential for effective speaking; and
3. The dynamic relationship between speaker and audience.

who should attend

This workshop is designed for all professionals, supervisors, managers, and staff who want to enhance their oral communication skills.



resource person



MARIA SOCORRO (BABY) P. JAMIAS is a Gallup-Certified Strengths Coach, a learning and development facilitator, and a capability-building consultant. She also has a Certificate in Organization Development from the Ateneo Human Resources Center. She works with the academe, government, various businesses, and other private organizations. Her expertise includes performance improvement, talent management, professional skills development, and leadership and management training.

Ms. Jamias was a faculty member of Far Eastern University, University of Sto. Tomas, Maryknoll (now Miriam) College, St. Joseph's College, and Ateneo de Manila.

She completed her Master of Arts degree in Linguistics at the Ateneo de Manila University. She likewise took graduate studies in Education, Drama, and Speech at the University of the Philippines, University of Sto. Tomas, and Ateneo de Manila University respectively.

Currently, she is Program Director of the Happiness at Work Series and the Communication Excellence Series of the Ateneo Center for Continuing Education.

program content

- I. You as a communication medium**
 - A. Making a great first impression
 - B. The importance of removing barriers
 - C. Likeability and credibility
- II. Fundamentals in speaking**
 - A. The visual aspect: The person seen
 - B. The vocal aspect: The person heard
 - C. The verbal aspect: The person understood
- III. Speaking relationship**
 - A. One-to-one: Dyadic communication
 - B. Small group communication
 - C. Audience communication
- IV. Putting it all together**
 - A. Portrayal of communication situations
 - B. Critiquing

complementary courses

Developing Assertiveness for Leaders *March 19 - 20, 2020*

Assertiveness is a state of mind, an attitude, a way of thinking. It is about how you interact with others to be a better manager, colleague, or team member. Assertiveness is at the heart of your relationship with yourself and with others. It enables you to use behaviors that you and other people value.

Developing Assertiveness for Leaders gives you an opportunity to learn how your behavioral style impacts your overall performance as a manager. You will assess your current assertiveness skills and find out how you can improve them for a more effective approach. This program shows you how to employ assertiveness skills to take control of situations without threatening or alienating others.