

Communication Skills

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Communication in 4 Dimensions™ - The Art of Communicating and Presenting

Elisabetta Franzoso

August 2 – 4 /

November 22 – 24, 2006



Communication in 4 Dimensions™ - The Art of Communicating and Presenting

Benefits to You

Never like in today's business and working environment, has it become relevant to communicate clearly and present sincerely your ideas in order to be a successful communicator, leader or public speaker.

When speaking to a large or small audience, or even one-to-one, you might feel intimidated or even dressed out. You might be unaware that your physical dimension is intertwined with your emotional and intellectual dimensions, and that together, they all communicate your inner thoughts and ideas to the world outside in any moment of your day - at work, in business, and in family as well.

Because of the training technology applied, this workshop is highly interactive and addressed to those individuals and professionals looking for an 'edge'.

At the end of the workshop you will be able to:

- Understand the deep impact of your emotional and intellectual dimensions when you communicate or speak in public
- Be emotionally and intellectually 'in focus' when you communicate with others
- Communicate with confidence and impact, free of the anxiety and stress when speaking in front of your listeners
- Enhance your ability and skills to 'understand' and 'connect' with your audience
- Understand how to develop self-confidence and style from the inside out
- Apply the power of body language and body image

- Know how to maintain your mind positively and stay in focus for successful relationships and communication
- Learn innovative techniques to keep your body re-energised at work and in life

Who Must Attend

Directors, leaders, HR professionals, sales and marketing professionals, lecturers, secretaries and entrepreneurs who want to communicate and present with impact and great confidence to their small or wide audiences.

Workshop Leader

Elisabetta Franzoso (BA: MscSc (Counselling)) is an enthusiastic and charismatic personal/executive coach, trainer and public speaker with a special passion to transform and empower individuals from the inside out and to help organisations build dynamic and healthy workplaces.

She has a background in psychology, emotional management, art therapy, NLP, fashion and marketing. An accomplished facilitator of the Hoffman Quadrinity Process, she was extensively trained in the USA by well-known and successful coaches, Anthony Robbins and Debbie Ford.

In the recent years, Ms Franzoso has developed *WellBeing in 4D™* workshops, a body of corporate and public workshops which she delivers in Singapore and Asia. They are a testament of her deep passion to motivate individuals and executives in discovering their creative potential, enhancing their communication skills and personal confidence, while nurturing their well-being from the inside out.

Workshop Outline

- **Overview**
 - Working from the inside out
 - The 4 dimensions (4D) model
 - The 4 dimensions of communication
 - The 4 dimensions of presenting
 - The InsideOutYou™ approach to enhance your communication and presentations
- **The Dimension of Your Physical Communication**
 - Body language from the inside out
 - Physical exercises for passionate communication
 - Your body and your communication style
 - Building body confidence and self-confidence in communication
 - Well being and health when you communicate or present
- **The Dimension of Your Emotional Communication**
 - Getting to know your emotional dimension
 - Being emotionally in focus when you communicate and present
- **Emotional intelligence/creativity and communication**
 - Understanding emotional anxiety and stress when you communicate or present
- **The Dimension of Your Intellectual Communication**
 - Getting to know your intellectual dimension
 - Being intellectually 'in focus' when you communicate or present
 - Intellectual dimension versus emotional dimension in communication
 - Understanding intellectual anxiety and stress when you communicate or present
- **The Dimension of Your Relational Communication**
 - Getting to know your relational dimension
 - Being yourself: sincerely and authenticity when you communicate and present
 - Role models and communication
 - Be the person you want to be when you communicate with the outside

Administrative Details

Date	: August 2 - 4 / November 22 - 24, 2006
Time	: 9 am - 5 pm
Fee	: S\$1,260.00 SIM members S\$1,449.00 Non-members (Inclusive of 5% GST) For foreign delegates, please refer to clause 2 below.
Venue	: Singapore Institute of Management Management House 41 Namly Avenue Singapore 267616
Closing Date	: July 19 / November 9, 2006
Enquiries	: Tel: 6248 9415 / 6246 6746 Fax: 6467 4401 E-mail: exec@sim.edu.sg

1. Hotel Reservations (for foreign delegates)
Please contact us for assistance in hotel reservations.

2. Registration and Payment
A place will be reserved for you upon receipt of your registration by fax/e-mail. Please inform us in writing of any change in your registration with more than 10 working days* of notice before commencement of seminar, after which 25% of course fee will be chargeable. If no notification is received by commencement date, the full course fee will be charged.

For foreign delegates sponsored by their companies, 5% GST is not applicable. If payment is made through a local company, 5% GST will apply.

Payment must be made by the closing date stated above. All cheques/bank drafts must be made payable to **Singapore Institute of Management**, crossed and marked 'A/C payee only' with the programme title(s) indicated on the back of the cheques. Mailing address can be found at the bottom of this brochure.

3. Refund of Fees
If notice of withdrawal is given in writing:
 • 100% refund for written notification more than 10 working days* before commencement
 • 75% refund for written notification within 10 working days* before commencement
 • After commencement/No show - No refund.

4. Cancellation
SIM reserves the right to cancel the course due to unforeseen circumstances.

5. In-Company Training
Please contact our In-Company Training at 6248 9404/ 6248 9405/6248 9457 or ict@sim.edu.sg

6. Website
Visit our website at www.sim.edu.sg for more information on SIM programmes and services.

7. Service Feedback Hotline
To give feedback on our service, please call our service hotline 1800-248 9673 on weekdays from 8.30 am to 5.30 pm.

* Monday to Friday, excluding Saturday, Sunday & Public Holiday

Participant's Details (compulsory information)

Name: _____
(As in identity card or passport. Please underline your surname.)

Male Female

Nationality: Singaporean PR Others _____ (please specify)

NRIC No: _____ Job Title: _____

Tel: (Hp/Pgr) _____ (O) _____

E-mail: _____ Fax: _____

Company: _____

Address: _____

Please indicate: SIM member Non-member

Membership No: _____
 Sponsored by company

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Date : August 2 - 4, 2006 November 22 - 24, 2006
 Fee : S\$ 1,200.00 SIM members/S\$ 1,380.00 Non-members
 5% GST : S\$ 60.00 SIM members/S\$ 69.00 Non-members
 Total : S\$ 1,260.00 SIM members/S\$ 1,449.00 Non-members

For foreign delegates, please refer to clause 2 above.

Contact Person's Details (if different from participant)

Name: Mr/Ms _____
 Job Title: _____
 E-mail: _____ Tel: (O) _____ Fax: _____
 Cheque No: _____ (if applicable)

How did you know about this workshop?

SIM Website The Straits Times newspaper TODAY newspaper
 Executive Programme Directory Direct Mail Broadcast fax
 Others _____ (Please specify)

Please fax or send registration form and cheque (by mail) to: Mr Max Tan (ELC), Singapore Institute of Management, Management House, 41 Namly Avenue, Singapore 267616.
 Fax: 6467 4401. We will acknowledge receipt of your registration by post, e-mail or phone. GST Registration No. 191807742 H