

MDP 8 : Communication Skills for Managerial Success

Introduction

In today's fast-paced, globally connected world, effective communication is essential to successful business practice. As a manager whether you are convincing your colleagues, sharing your concerns, selling business to a client or motivating a team, effective communication makes the difference between success and failure. Managers, who can communicate their ideas with clarity, are more likely to gain recognition and advance in their careers. They make a difference in the world of practical affairs because of their excellence in communication. Thus, the need of the hour is to develop proactive communication skills which guarantee managerial success.

Benefits of attending: Upon completion of this course, participants should be able to: -

- Demonstrate improved communication skills
- Design and communicate effective formal and informal messages
- Make an effective business presentation with appropriate media support
- Demonstrate improved persuasion and influencing skills for better negotiations.
- Develop sensitivity to Cross Cultural Communication

Contents:

- Interpersonal and Group Communication - Listening and non-verbal communication
- Organizing and writing Business Messages, Proposals and Formed Reports
- Preparing and Delivering Winning Presentations
- Cross Cultural Communication

Program Duration

1 Day

Methodology

Video case studies, Role-plays, Inter-team Activity and games (experiential learning), Group Discussion

For Whom : The program is aimed at executives, middle-level managers, program managers, engineers, bankers, architects, trainers and teachers belonging to private industry, government agencies, small business and independent consultants.

Program Director

Dr. Chhaya Wadhwa



Dr. Chhaya Wadhwa , presently working as Assistant Professor at Apeejay School of Management, Dwarka. She is a Ph.D in Management, MBA-HR and MA & M.Phil. She has around 18+ years of experience in teaching, research and training. Her areas of interest are Research Methods, Employer Branding, Organization Behavior, Communications, and Soft Skills.