

### Introduction

It's not just what you say, but how you say it too. Effective communicators are keenly aware of this and are skilled in both verbal and non-verbal techniques.

Hamilton Mercer's Methodologies™ teach powerful techniques to help people raise their self-awareness, project natural confidence and positively influence others.

## **Audience**

People of all experience levels and seniority who want to improve their self-awareness, communication skills and influence when interacting with people at all levels.

# **Learning Objectives**

Upon completing this course learners will be able to:

- Present information in a clear, concise and influential manner.
- Quickly gain the attention and trust of others.
- Confidently introduce themselves and sustain conversations with new people.

## **Return on Investment**

Performance outcomes include:

- Enhanced personal reputation and perception of professionalism.
- Improved internal communications, relationships, and morale.
- Increased self-awareness, confidence and positivity.



# **Course Content**

#### **Module 1: Non-Verbal and Verbal Communication**

#### **Learning Outcomes**

- Increase self-awareness, confidence and professionalism.
- Become a more believable, persuasive and influential communicator.
- Consistently communicate a responsive (can-do) approach.

#### **Service Methodologies**

- · Factors of the Voice
- Using Positive and Persuasive Language

#### **Module 2: Rapport Building & Influencing Skills**

#### **Learning Outcomes**

- Become a trusted advisor by building credibility and respect.
- Select the correct rapport-building strategy to connect with others quickly.
- Adapt your verbal and non-verbal communication to make others feel comfortable.

#### Methodologies

- Expert Statements
- Matching & Mirroring

#### **How to Book**

**Book Online** 

https://hamiltonmercer.co.uk/theportmanestateacademy/

Email

r.mcnulty@hamiltonmercer.co.uk

Dates, Locations & Timings

**The Portman Estate Office** 

40 Portman Square, London W1H 6LT

Wednesday 12<sup>th</sup> July 2023: 9.30am – 12.45pm

Wednesday 7<sup>th</sup> February 2024: 9.30am – 12.45pm

Hamilton Mercer's training sessions are Friendly, Highly Engaging and Humorous.





This course is part of the Customer Service and Personal Development Academy provided by Hamilton Mercer