

High-Performance!

MEETINGS

Does your team need to sharpen up their English use in meetings?...

...Then it's time for **High-Performance! Meetings!**

Meetings, especially for non-native speakers, can be a frustrating and time-consuming experience.

This is why *High-Performance! Meetings* is an essential part of your management training arsenal. Led by Mr Philip Dunne and Mr Philip Williams, our two-day interactive seminar helps your team overcome the many obstacles to meeting effectiveness in English.

Complete with real-time simulations and peer assessment, *High-Performance! Meetings* has helped numerous Thai and multinational companies sharpen up where it matters in meetings - and reach outstanding performance!



Programme Details

How to prepare for and start the meeting confidently :: Clarify opinions, views, concepts and instructions :: How to respond calmly and appropriately :: Introduce your subject matter concisely :: Sell your ideas in English :: Gain team commitment through communication :: Handle objections & conflict through professional use of language :: Refer to and involve colleagues :: Disagree where necessary with reasons :: Reach a conclusion and gain agreement :: Recap and set timelines on agreed outcomes

The Feedback

“I have always found meetings in English stressful. But doing these simulations has really helped my confidence and now I know how to get more involved in meetings. Thank you ka!”

“Thank you for this session. It was good fun and I learnt a lot!”

“I loved the activities - they really gave me confidence, and the Planner has helped me prepare well”

To find out more about this exciting seminar, please call our office on
(02) 6393550