

Interactive Training that Matters



Workshop Options

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|-----------------|---------|----------|
| Pricing* | \$9,950 | \$12,000 |
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|-------------------------|----|----|
| Max Participants | 10 | 16 |
|-------------------------|----|----|

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|------------------------------|-----------------|---------------|
| Length & Delivery | 2-day In-Person | |
| | 1 Consultant | 2 Consultants |

Pricing includes customization, all workshop material, and follow-up coaching for 1 year.

**Talk with an IFI consultant for additional pricing, content and delivery options.*

Professionals involved in coaching, mentoring or training can increase their effectiveness by better engaging their audience. This 2-day training helps participants effectively deliver their content by understanding how to develop meaningful learning experiences.

Participant Outcomes

- **Gauge participants'** learning attitudes and adjust training to **engage learners**
- Develop relationships with participants to **create meaningful learning experiences**
- Design interactive learning to **transfer skills**
- Effectively use **engaging learning strategies**

Material Covered

- The Process Approach to Training
- Audience Analysis
- Course Design
- Advanced Delivery Techniques
- Effective Support & Visuals
- Interaction

Organizational Outcomes

- More effective employee development
- Efficiently mentor individuals to improve office relationships and decrease turnover
- Less supervision and increased productivity



Just a Little Bit Better

Habits & skills form when we consistently and regularly apply principles, becoming just a little bit better one "drop" at a time.

Our training process transfers skill through:

- **Pre-workshop customization**
- **Engaging, tool-based workshops**
 - Fun, 70% exercise-based workshops
- **Regular post-workshop follow-up**
 - Follow-up for one year following training

Find out more at <https://ifitraining.com/its>

More Communications Workshops from IFI Training



Communication Excellence

Oral, written, and interpersonal communication all play vital roles in working with colleagues and clients. This program is a master class to help participants use tools effectively in all three forms of business communication.



Strategic Business Writing

Business professionals at all levels rely on strong communication in order to compete. This 1-day workshop helps employees convey clear written messages through

- using the Process Approach
- concise writing
- understanding word usage



Technical Writing

Effective communication from technical to non-technical professionals can give your organization the advantage it needs to win. This 2-day workshop enables professionals to clearly communicate through

- effective document organization
- concise writing style
- clear visuals



Say it Right in Technical Presentations

Technical professionals provide insight to make critical business decisions. This workshop enables engineers, financial analysts and other data-heavy professionals to present information clearly to both technical and non-technical audiences.



Say It Right

Presentations training designed to give new and experienced presenters the tools to

- design effective presentations,
- overcome stress
- engage the audience.

"Expressed real life scenarios to help with discussion."

- Workshop Participant

Other IFI Training Areas

Leadership and Personal Development



Organizations that develop their leadership pipeline have **less turnover** and higher levels of **employee satisfaction** and engagement. Don't wait until it's too late to give your employees the tools that they need to be leaders before they get the job title. Our Leadership Toolbox focuses on the tools that your employees need to develop teams that meet and exceed goals.

Technical Skills



Change is the constant in the workplace. Every technological edge can turn into a marketplace advantage. Investing in your employees' technical skills will help to **improve organizational efficiency, increase employee engagement** and **help your team stay relevant**. Learn more about Microsoft Office programs, project management and other common business tools.

Business Development and Sales



The best product doesn't always win. **Increase your win percentage** by working with your client to develop the solution they need. We work with you to help **refine your sales process** to place your product in a winning position so that it succeeds in the marketplace. Learn more about Proposal Writing Strategies, Capture Assessment, Diagnostic Visits and other sales training.