

Working Effectively

There are many opportunities to grow and develop in the workplace. The needs of individuals are many and varied. We can work with you to develop programmes to suit your needs.

Examples of some of our most popular Effective Working workshops include:

Perfect Presentations

This workshop will benefit all those who are involved in making presentations including experienced presenters who wish to 'brush up' their skills and also those new to presenting.

Beat the Clock!

All of us are increasingly being asked to do more with less and this seems to include time! This course offers the opportunity to develop the skills to control time more effectively.

Communicating with Others

Effective communication skills can have a significant impact on the success of an organisation and the quality of service it can provide. This course is ideal for all those who wish to achieve more through developing their personal communication skills. Managers, supervisors and customer contact staff will particularly benefit.

Developing Others

Giving your people the skills to develop others is great for their motivation and interest and is cost effective for you. We offer a range of workshops to enhance people development skills from on the job training skills to effective coaching and mentoring.

Please contact us to discuss how we can help you.

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