

EFFECTIVE COMMUNICATION

Course Overview

Communication entails exchanging of ideas, knowledge, and information. We can communicate for many purposes, including the intent to persuade, negotiate, or convince. Effective communication leads to better team performance. On the other hand, poor communication often leads to misunderstanding, ineffectiveness, and inefficiency in our workplace.

In this one-day workshop, participants will be able to learn, understand and apply the basic tools and strategies to be better in communicating with others at workplace.

Level: Basic

Who Should Attend

All who are considering to enter the healthcare industry as well as current Healthcare Industry Junior Staff, Supervisory Staff, Executives

Topics

- Core Theory of Success
- Personal Communication Model
- Barriers inhibiting effective communications
- Tools to enhance communication and reduce conflict

Schedule

9am to 6pm

Course Mode: Face to Face Classroom

Assessment

N.A.

Fees & Funding

Nett Course Fee (Subject to prevailing GST %)	S\$450.00
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Application Procedures

Please email to Mr Dionysius Soh, dionsoh@hmi.com.sg for registration & enquiries.