



أكاديمية الزمالة
العربية البريطانية



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Arab British Academy Fellowship
A.B.A.F





Influence methods and communication techniques

Objectives

- Provide a set of concepts that help the person to re-establish certain situations to express his personality and state of mind at the same time knowing the time to know the circumstances and circumstances of the other party.
- How to show a person certain expressions in parts of his body to give an impression of himself in others, especially if this person in a difficult confrontation can words escape from his tongue.
- Touch the truth or lie in the words of the other party through the movements that emanate from the parts of his body.
- Explain the forms of honest smiles and yellow smiles so that the person is fully aware of the psychology of the other party.
- How to deal with characters.
- Save positions when the other party loses interest in what it says, as well as the mark of the other party's desire to buy the exposed.
- Recognize or exaggerate a person's opinion of what he says and deal with the changes that occur in an instant during negotiations.
- How to understand the body language of men and women.
- Provide a range of intensive exercises that can be tested to read body language and discover different signals.

Who Should Attend?

- Team leaders and supervisors
- Directors and Heads of Departments
- Executives
- Employees of the administrative sector
- Secretary and office supervisors
- Team leaders and professionals

Seminar Outline

DAY 1

- What is the importance of communication.
- Communication in human relations.



- The twenty taboos in your contacts with others.
- Body language is one of the key elements of successful communication.

DAY 2

- The importance of body language.
- Body language and general use.
- Errors.
- Limits when standing.
- Body language in combined movements.
- Ensure the connotations of body language.
- Who has the greatest ability to understand body language.

DAY 3

- What are the types of energy and how to increase them.
- Gain the trust of others.
- Handshake.
- Sit positions when selling.
- Dealing with a small group of customers.

DAY 4

- The basics of negotiation.
- Crisis in negotiation.
- Collective negotiations.
- Eye-talking.
- I am the ear - cheek - chin.
- How to Use Body Language for Successful Commercial Negotiation.

DAY 5

- What are the movements of the body and what are the parts that express it?
- Is there a so-called distance study.
- Can you reveal the personality of others through their appearance?
- Does standing and sitting have an effect on others.
- How to be effective communication and communication between people.
- How to practically apply the five parts of the greeting.
- What are the types of relationships.
- Does a person need certain abilities to establish a relationship?
- What are the things you can try to learn to read body language and detect misleading signs?
- Control of power



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