

Course Description

Building Your Communication Protocol AMS279

Overview

If you fail to plan, you can plan to fail. Spontaneous communication is not suitable for managing a business unit or a project team. This program explores the steps involved in developing a strong communication plan, including stakeholders, project leads and project team members.

Learning Objectives

- Learn to document communications
- Structure the appropriate communications plan
- Learn how to build in accountability
- Design the stakeholder communication plan
- Change strategy, push-back and contingency planning
- Define who needs to know, who should know and who does know

Format

This course is highly interactive and adaptive to participants' interests and needs. A discussion approach is used and is accompanied by individual and team exercises. The coverage is practical but intense and designed to impart usable skills for each participant.

Duration

🌐 6 Hours; 🖥️ multiple 30 and 60 minute clips; 📱 multiple 5-10 minute clips

Who Should Attend

Supervisors, managers and other staff.

