

ORGANIZATIONAL COMMUNICATION

1 DAY

This course focuses on teaching the basic communication terms and organization basics. Learn how to effectively communicate, inspire and motivate employees, overcome barriers in communication, acquire and develop leadership habits, comprehend the flow of communication within an organization, develop connection and build network, and identify the roles which each individual fulfills in any given organization. Some of the topics include applying technology to organizational communication, innovation and change, exploring how environmental context affects communication, delving into how power and politics affect an organization. Learn how to better manage change, stress, conflict and how to empower individuals.

COURSE CONTENT

COMMUNICATION BASICS

- Effective communication
- Organizational management
- Organization types and characteristics
- Communication flow

LEADERSHIP & MOTIVATION

- Communication and leadership
- Communication and motivation

RELATIONAL CONTEXT AND ORGANIZATIONS

- Relational context
- Relationships and organizations

TECHNOLOGY IN THE WORKPLACE

- Workplace technology
- Impact of technology
- Technology guidelines

CONTEXT, STRESS & MANAGERIAL TOOLS

- Environmental context
- Stress and communication

INNOVATION AND CHANGE

- Aspects of innovation
- Aspects of change

POWER, POLITICS, AND DIVERSITY

- Power and communication
- Diversity and communication
- Empowerment and communication