

“INSTRUCTIONAL DESIGN”

How we present this material:

A talentstep seminar provides the perfect forum for true learning to take place.

Instructor led discussions; group exercises and hands-on practice help drive home key strategies and skills.

Plus, participants will get their questions answered on the spot, receive "real-time" coaching, and benefit from the synergy of learning with co-workers.

What You Will Cover:

- Assessing Your Communication Skills
- Understanding the skills you already possess
- Assessing your effectiveness and identify improvement areas
- developing Your Listening Competencies
- How to take a more active role when listening
- Increasing comprehension through mental openness and feedback

“CONFERENCE AGENDA”

Seminar Check-In 8:00 AM

Day 1

Welcome, introductions, Intense practical drills, training and evaluations: 9am-9pm

Breakfast (Coffee, tea and fruit)

Lunch (Lunch box, Coffee, tea and fruit)

Day2

Intense practical drills, training and evaluations: 9am-9pm

Breakfast (Coffee, tea and fruit)

Lunch (Lunch box, Coffee, tea and fruit)

Day 3

Final drills, training and evaluation,

Closing remarks 9am-4pm

Breakfast (Coffee, tea and fruit)

Lunch (Lunch box, Coffee, tea and fruit)

6pm-10pm

Certificate of Achievement Ceremony and Dinner

Hotel Accomodation information:

HILTON CHICAGO/INDIAN LAKES RESORT

250 W. SCHICK ROAD, BLOOMINGDALE, ILLINOIS,
60108, USA

TEL: 1-630-529-0200

Seminar rates for rooms: \$95.00 per night

Location and Parking information: PARKING

Self parking (Complimentary)

Valet parking: \$5.00 (\$5.00 charge)

In/Out Privileges: Available

Other Parking Information: Numerous parking lots

Cost per participant: \$1500.00

ONLINE REGISTRATION www.talentstep.com

talentstep™

COMMUNICATION SEMINAR



**"Learn How to effectively
communicate to improve
your life Right Now"**

Presenter

Mr. Marten Runow

founder of Performia International

January 18-20, 2013

HILTON CHICAGO/INDIAN LAKES RESORT
250 W. SCHICK ROAD,
BLOOMINGDALE, ILLINOIS, 60108

The Communication Seminar gives you the edge you need to really get your ideas across.

As a result of this training, participants will have the confidence to voice their ideas and suggestions. Be better able to represent the team, department or organization during external or internal functions... Complete projects quickly, with fewer hassles and less stress. Your entire organization will operate more seamlessly, as people put their new communication skills and strategies into action.

This course provides simple yet powerful techniques that will show you how to:

- Handle any upset in communication and restore happiness to your relationship.
- Strike up a conversation with anyone — even an angry, shy or silent person.
- Be there comfortably and communicate in any situation.
- Become a MORE effective listener.
- BECOME MORE ABLE TO CONTROL A CONVERSATION.
- Direct LOST attention back onto a subject that you want to discuss.
- End any conversation when you want to — without creating an upset.
- Use the techniques of influence and persuasion to build productive and rewarding relationships with all kinds of people
- Control your emotions and stay composed and effective while under pressure
- Overcome fears of public speaking, and voice your thoughts and opinions readily
- Handle high-stakes situations, mistakes and crises with confidence

As a result, people will talk to each other more and about each other less. They'll be more willing to collaborate and work together as a team when communication is clear and direct.

-presenter-
Mr. Marten Runow



Founder of Performia International

Mr. Marten Runow is the Founder of Performia International and owns several International recruitment companies, which, together have evaluated over 900.000 candidates for about 20.000 companies over the past last 20 years.

He is also a renowned International Instructor and Speaker. Thousands of Business Executives around the World have enjoyed his Seminars, which have helped them achieve a much higher level of production and increased their efficiency as Executives.

Originally set out to understand life around him Mr. Runow studied mathematics and logic in Stockholm's Technical University but saw rather quickly that even those with high degrees in this subject did not really know how to deal with people and communicate effectively.

He started out as a sales person and even if successful he hit pay dirt when he learned to know and started to study communication drills developed by Mr. L. Ron Hubbard. This is helped him to later help businesses executives around the world to increase results and achieve their goals.

Marten Runows Communication workshops have now been attended by executives around the world and the clarity and simplicity with which he delivers is praised in thousand of personal success stories from attendees.

Mr. Marten Runow's vision is to assist interested people around the world with effective solutions, which enable Companies to expand and people to do better in life.

“COMMUNICATION IS THE HEART OF LIFE”

How You Will Benefit?

COMMUNICATION IS THE KEY TO SUCCESS. YOU WILL FIND VERY FEW PEOPLE WHO ARE TRULY SUCCESSFUL WHO CANNOT COMMUNICATE. EVEN IF YOU DO COMMUNICATE WELL ABOVE AVERAGE THIS TRAINING WILL IMPROVE YOU EVEN MORE.

- Optimize communication skills you already have
- (Get strategies to better assimilate verbal information) *Probably misunderstood by most
- (Effectively interpret the knowledge you hear) (IMPROVE YOUR SELF CONFIDENCE)
- Improve both work and PRIVATE relationships and reduce misunderstandings
- Communicate clearly and appropriately—and with greater confidence
- INCREASE YOUR PERSONAL STABILITY AND CERTAINTY

Who will benefit most?

Educators, Social Workers, School Counselors, Coaches, Camp Counselors, Administrators, Violence Prevention Workers, Substance Abuse Counselors, Amateur and professional athletes, CEO, Executives, and You!

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Key learning points

How to identify and eliminate words, gestures and speech patterns that rob you of power. How to use communication techniques that result in predictable, positive responses from people.