



CREATING A POSITIVE IMAGE

Course Outline

Course overview and duration

Possessing an image that is 'appropriate' to any specific workplace environment is a crucial element in how people are perceived by their employers, colleagues, and customers. Having the 'wrong image for the job' can often lead to others forming incorrect assumptions about a person's ability and even their suitability for the professional role that they perform. This one-day course enables delegates to acquire a more objective perception of the image that they present in the workplace. By enhancing delegates' self-awareness in this way, it helps them to convert their image to something that is more appropriate to their particular workplace.

Who will benefit from this course?

This course is relevant to people working at any level and within all professional disciplines.

What you will learn:

- Realise you have choices and the power to take action.
- Identify and practice communication skills necessary to create a good impression.
- Know how to create and maintain the image you want to project.
- Project a professional image of your organisation.
- Generate positive energy and good working relationships.

All delegates will leave the training with a personalised action plan.