

# **Communication for Managerial Effectiveness**

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## **Introduction**

Our managerial effectiveness essentially depends on how we communicate. Though communication is a basic skill practised by everyone, all of us would have noticed the difference in style and substance of effective managers, and often wondered how to master those skills. These include forceful oral and written communication, conferencing skills, dealing with subordinates / superiors in the conventional and digital environment, and more.

This MDP conducted completely in workshop mode teaches these skills in group and individual exercises. In the non-evaluative learning environment you would learn how to improve your skills for evolving ideas for writing, framing the speech; dealing with different communication styles of your colleagues; how communication styles affect power dynamics in organizations; how inevitable gossip in organizations could be put to productive use; how humour quotient can be put to organizational benefit, and more.

## **Programme Objectives**

- Gain communication and presentation skills that engage, energize, and influence others
- Develop and structure a compelling story to effectively lead people
- Learn simple and proven techniques to polish your written communication skills

## **Androgogy**

Mainly delivered in workshop mode with a few short presentations.

## **Target Group**

The MDP aimed at junior and middle level managers would help you master the nuances of communication in organization in all its shades. This exposure would take a few notches higher, and make you a more effective manager.