

## PERSONAL VOCAL IMPACT

A one-day highly practical and rewarding workshop to help develop the key vocal skills you need to speak with greater impact and influence at all times.



Whether it's getting your voice heard in meetings, giving dynamic presentations, speaking effectively on the telephone or being more influential in your social and business environment, your voice plays an essential role in commanding the attention of your listener(s). This workshop will help you develop these vocal skills through a variety of practical exercises, personal feedback and individual coaching during the day.

### About Skillstudio

Skillstudio is one of the UK's leading providers of communication, presentation & vocal skills training and coaching services. We are passionate about helping people realise their true potential. Since early 2001, Skillstudio's trainers have worked with thousands of people from over a thousand companies and organisations throughout the UK and Europe. **Our client base now includes more than 50% of the FTSE100 companies.** Other clients include International Blue Chip companies through to SME's; Central Government bodies through to local borough & county councils; schools; colleges; universities; hospitals; and charities. In addition, we have worked with numerous private individuals on a one to one basis and via our public courses. Skillstudio is also an approved external CPD training supplier for the Law Society of England & Wales.

### Workshop Objectives

- Learn to reduce hidden tensions that can interfere with vocal production
- Learn how to project a strong and confident voice
- Learn to control your speed of delivery
- Develop a dynamic voice that commands attention
- Develop a range of expressive qualities to become more influential
- Develop key vocal skills to help you maximise your impact in all situations

### Workshop Outline

#### Introduction

- Group introductions & aims of the day

#### Preparing to Speak

- Breathing techniques to aid a more relaxed style
- Using posture to help support the voice correctly
- Exercises to warm up the facial muscles

#### Projecting a Clear, Confident Voice

- Exercises to help improve indistinctive speech
- Techniques to help project the voice with ease
- Speaking with greater energy and enthusiasm

#### Speaking with Greater Conviction

- Learning how to control your speed of delivery
- Delivery of a short speech & feedback on impact

#### Developing an Expressive Voice

- Using gesture to help enhance your voice
- Using pause to influence meaning
- Developing a range of expressive qualities

#### Maximising Your Vocal Impact

- Put lessons learnt into practice
- Short ad hoc speeches / role plays
- Feedback on impact made on your listeners

#### Workshop Evaluation

- Review & personal feedback by course tutor
- Personal action plan for further development
- End of course evaluations

**Call us today on +44 (0)8456 444 150 to book your workshop**

## Public Workshop Dates: 2011 - 12

Our public workshops are held in Central London and Manchester

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Central London	20	18	14	16	15	16	19	15	20
Manchester	-	-	-	23	-	-	-	21	-

### Workshop Fee - £297 + VAT (£356.40 inc VAT) includes:-

- ✓ Dedicated support staff to answer all your queries
- ✓ One day highly interactive workshop
- ✓ Personal training from an expert voice coach
- ✓ Workshop manual full of practical tips & advice
- ✓ Ongoing adhoc support by email
- ✓ Refreshments and sandwich lunch on the day

### Bookings

You can book a public workshop place online via our website at [www.skillstudio.co.uk](http://www.skillstudio.co.uk). Alternatively, just Email us at [public@skillstudio.co.uk](mailto:public@skillstudio.co.uk) or call us on +44 (0)8456 444 150 and we will be happy to check availability and organise your booking.

### In-Company Workshops

Our in-company workshops can be held on a date of your choice and at any location in the UK or across Europe (eg your in-house training facilities, a local hotel or business centre).

**Our workshops can also be tailored to meet your specific requirements both in terms of content and duration.**

To discuss your requirements in more detail and receive a fully costed training proposal from us, please email us at [inhouse@skillstudio.co.uk](mailto:inhouse@skillstudio.co.uk) or call us on +44 (0)8456 444 150.

### Client Feedback on Skillstudio Courses

*A well planned and well run course. I appreciated the supportive environment and having my anxieties recognised and acknowledged. The pace was also managed extremely well. Will recommend it to others.*

**Surrey County Council**

*Excellent material, well delivered - really hit the spot.*

**GSK**

*Enjoyable, interesting and fundamentally useful in building communication skills. Good for self confidence and assertion for any level of competence.*

**ONS**

*Am very happy that I attended this course - enjoyed it very much!!! Very friendly environment. Trainer was great, explained exercises well.*

**Transport for London**

*Very interesting and valuable education. It has given me some solutions to my long standing vocal issues and given me an appreciation of the voice as an object.*

**Lloyds TSB**

*Excellent individual feedback, rather than "general" comments. Good mix of general exercises and working with "real" content.*

**Active Operations Management International**

*The tutor was excellent. We covered a lot but he also gave a lot of individual attention to all delegates. My increased confidence will be a great asset in future presentations & talks.*

**Office of Government Commerce**

### Client List

BT Group  
Shell  
BP  
BBC  
GSK  
LloydsPharmacy  
Reed Elsevier  
P&O Group  
Lloyds Banking Group  
Nationwide  
Tesco  
John Lewis  
Sony Music  
NHS  
McKesson  
UK Passport Service  
Intuit  
RBS  
ONS  
Vodafone  
Home Office  
Cardiff County Council  
Staffordshire County Council  
Wandsworth Borough Council  
HPA ... and many more

### Skillstudio Training Services

#### Public Workshops in:-

Public Speaking & Presentation Skills (3 levels), Communication Skills, Vocal Impact, Interview Technique, Media Skills, Body Language.

#### One-to-One Coaching and In-Company Training in:-

Presentation Skills	Public Speaking	Communication Skills	Questioning & Listening Skills	Interview Technique
Media Skills	Assertiveness	Chairperson Skills	Body Language Awareness	Facilitation Skills
Telephone Technique	Vocal Skills	Accent Softening	Elocution	Sales Skills