

Developing Your Voice to Strengthen Your Impact in Speaking

Hands-on course of 2 days - 14h

Ref.: VOX - Price 2024: CHF1 550 (excl. taxes)

The spoken word is an essential communication tool that prompts action. When used confidently, it mobilizes energy, fosters listening, and encourages agreement. This training will teach you how to work on your voice and develop your expression to affirm your presence and enhance your ease and persuasive power.

EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

Work on your voice to be more convincing

Prepare for an oral presentation

Express yourself fully through your voice

Use visualization to reduce stage fright

Synchronize your non-verbal communication with your voice

HANDS-ON WORK

Games, vocal techniques and role-playing. Experimentation and acquisition of vocal and body techniques.

THE PROGRAMME

last updated: 06/2024

1) Communicating

- Diagram and basic rules of communication.
- Critical factors in communication.

2) Discovering and taming your voice

- How your voice works.
- Voice parameters.
- Voice characteristics.
- Analyzing your effort and comfort zones.
- Taming your voice, your voiceprint.
- Carrying out a personalized vocal diagnosis.

Hands-on work : Audio recording: articulation exercise for an answering machine message.

3) Becoming aware of your breathing and resonance.

- Releasing your tensions.
- Abdominal and chest breathing.
- Understanding the importance of breathing.
- Adopting a natural and comfortable posture.
- Preparing for an oral presentation

Hands-on work : Relaxation and breathing exercises. Work on reinforcing your support.

4) Taming stage fright

- Defining and understanding stage fright.
- Controlling stage fright: basic rules and techniques.
- Identifying compelling and positive messages.
- Using visualization to reduce stage fright.

PARTICIPANTS

Managers who wish to strengthen their oral leadership.

PREREQUISITES

No specific knowledge required.

TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@ORSYS.fr to review your request and its feasibility.

- Relaxing and re-mobilizing your energy.
- Practicing anchoring.

Hands-on work : Anchoring exercise. Test on small voices.

5) Acquiring the voice techniques that make a good speaker

- Discovering the fullness of your voice.
- Enhancing your tone.
- Projecting your voice.
- Refining your diction.
- Engaging dynamically in a sentence.

Hands-on work : Discover your range, exercises in speaking and singing.

6) Playing with your voice

- Expressing yourself fully through your voice.
- Developing your expressiveness.
- Knowing how to modulate your voice.
- Measuring the impact of your speech.

Hands-on work : Games on intention and character. Role-playing on a chosen theme.

7) Synchronizing your voice with your eyes and gestures

- Synchronizing your non-verbal communication with your voice.
- Respecting your temperament.
- Working on your "stage entrance".

Hands-on work : Video recording: Role-playing during a meeting.

DATES

REMOTE CLASS

2025 : 20 Feb, 05 Jun, 04 Sep, 18 Dec