

## **Assert Yourself and Build Confidence**

**Length of course: 1 day**

### **Is this the right course for me?**

When faced with challenging situations or just in your daily life do you want to be more confident, know what to say, be assertive and be able to influence others? - Then this is the course for you.

### **Pre-Course Requirements**

There are no formal requirements for learners who want to attend this course.

### **What will I learn about?**

On completion of this interactive workshop, participants will be able to:

- Demonstrate and evaluate effective, relevant and practical examples of positive assertive behaviour
- Build personal confidence and apply it in challenging situations.
- Realise the importance, value and effects of positive body language and verbal & non-verbal signals in communication.
- Demonstrate & use practical examples of positive body language in sample scenarios
- Identify why & how to Influence people effectively especially in challenging situations.
- Recognise some of the causes and effects of stress and offer some relevant coping strategies.

### **How will I learn?**

You will learn by listening to talks, group discussions, course related in-class activities and question and answers.

### **Will I gain a qualification?**

You will not gain a formal qualification but you may receive a Certificate of Attendance and Achievement from your tutor.

### **What can I do next?**

Develop your skills further with a NLP course.

Institute Leadership & Management Effective Team Member Award - please ask the skillscentre:mk team for more details.

Other course information can be found on [www.careersadvice.direct.gov.uk](http://www.careersadvice.direct.gov.uk) or with a NEXT STEP advisor.

### **What do I need to bring to classes?**

Note pad and pen.

### **Can I talk to someone about my course before I start?**

It is usually possible to put you directly in touch with the tutor if a member of the skillscentre:mk team cannot answer your query.