



# Body language

## Detecting the hidden signals

### Seminar objective

Those who are able to correctly interpret the signals of body language in conversations and negotiations can better adapt to their conversation partner. Conversations and negotiations are easier and more successful, the ability to communicate increases. In this seminar you will train the ability to observe and interpret the body language of your conversation partners. At the same time, you will get to know your own non-verbal behavior better, so that you can control it more consciously. You will gain more action competence for your everyday leadership, because it is not only your professional qualities that matter, but also your effect.

### Seminar content

#### The importance of body language:

- Signals from the unconscious: What does body language reveal?
- Body language precedes the spoken word
- The effect of body language: reactions of the listener/viewer
- You can't "not" communicate - Body language doesn't lie

#### The connection between the spoken word and body language:

- The rules of nonverbal communication
- Possibilities and limits of interpreting body language signals
- How does my body language affect others?
- Body language sympathy cues
- How do I recognize deception?
- Cultural differences in body language

#### Conscious use of body language and voice: tips and tricks:

- Your voice as a leadership tool: How to use your voice powerfully
- Expressiveness of body language and voice
- Facial expressions, gestures, posture, tone of voice
- Self-confident appearance: Body signals and status symbols
- Eye contact: Aggression or sympathy?

#### Putting body language into practice:

- Body language in leadership and sales
- Observing territorial and territorial behavior
- The four distance zones
- Sitting order, sitting posture and their meaning

### Methodology

Exercises with individual feedback Video examples External and self-analysis Group discussion Practical exercises

### Target audience

The body language seminar is aimed at specialists and managers in all areas who want to use and understand non-verbal communication

#### Course ref.

KOM1008

#### Participants

not more than 9 participants

#### Schedule

1. Day: 10:00 - 17:00  
2. Day: 09:00 - 16:00

#### Location & dates

##### Münster

06.05.2024 – 07.05.2024  
05.08.2024 – 06.08.2024  
09.09.2024 – 10.09.2024  
24.10.2024 – 25.10.2024  
05.05.2025 – 06.05.2025  
04.08.2025 – 05.08.2025  
08.09.2025 – 09.09.2025  
23.10.2025 – 24.10.2025

##### Hamburg

25.11.2024 – 26.11.2024  
20.02.2025 – 21.02.2025  
27.10.2025 – 28.10.2025

##### Munich

06.05.2024 – 07.05.2024  
24.10.2024 – 25.10.2024  
05.05.2025 – 06.05.2025  
30.10.2025 – 31.10.2025

#### Fee

1.150,00 € (ex. VAT)  
1.368,50 € (inc. VAT)

Included in the price: Working documents, certificate of participation, lunch and coffee breaks.



**MANAGEMENT-INSTITUT  
DR. A. KITZMANN**

Seminare für Fach- und  
Führungskräfte

signals in a targeted manner.



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Anzahl der Mitarbeiter in Ihrem Unternehmen

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