



Quick-wittedness training

Reacting quickly and confidently

Seminar objective

Quick-wittedness can be learned! Being quick-witted helps to react constructively in important conversational situations such as presentations, in meetings, during negotiations and especially on the phone. In this seminar you will learn to respond appropriately to so-called "killer phrases" and verbal attacks. As a result, you will appear more confident and radiate more competence and self-confidence. This leads to better business relations. Using many practical examples and exercises, you will train your repartee and always have the right answer ready.

Seminar content

Quick-wittedness: What is it?

- Constructive on the matter - What is intelligent repartee?
- Not having to answer everything
- How can I learn repartee? Tips and tricks for the initial response
- Learning to counter

Dealing with aggression and destructive interlocutors:

- Respond with presence of mind without "hitting back." Counter confrontations in a matter-of-fact manner
- Responding to aggressive remarks: constructively rather than destructively
- Respond elegantly to personal attacks
- Composure and sovereignty in unpleasant situations

A matter of inner attitude - never again speechless!:

- Finding an appreciative attitude towards the conversation partner
- Keeping higher goals in mind
- Being able to say no

Quick-wittedness in different situations:

- Quick-wittedness in negotiations: Keep an eye on your partner's strategies
- Quick-wittedness in presentation and moderation situations: Learn to delegate back
- Quick-wittedness in conflict situations: De-escalation

Methodology

External and self-analysis
Simulation of appraisal interviews
Interactive and experience-oriented exchange
Individual and group exercises
Short trainer inputs

Target audience

The quick-wittedness training seminar is aimed at anyone who wants to improve their skill with repartee.

Course ref.

KOM1009

Participants

not more than 9 participants

Schedule

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

Location & dates

Münster

09.09.2024 - 10.09.2024
09.12.2024 - 10.12.2024
06.02.2025 - 07.02.2025
17.04.2025 - 18.04.2025
28.04.2025 - 29.04.2025
08.09.2025 - 09.09.2025
08.12.2025 - 09.12.2025

Hamburg

07.07.2025 - 08.07.2025
07.08.2025 - 08.08.2025

Frankfurt am Main

14.11.2024 - 15.11.2024
17.03.2025 - 18.03.2025
20.10.2025 - 21.10.2025

Munich

09.09.2024 - 10.09.2024
22.05.2025 - 23.05.2025
08.09.2025 - 09.09.2025

Fee

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

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



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Ich melde mich/Wir melden uns zu folgender Veranstaltung an:

1. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung Seminarcode

Ort Termin

Firmendaten/Rechnungsempfänger

Firma

Rechnung (Name)

Straße/Nummer

PLZ/Ort

Telefon/Fax

Branche

Datum

2. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung Seminarcode

Ort Termin

Anzahl der Mitarbeiter in Ihrem Unternehmen

Kundennummer

Anmeldebestätigung (E-Mail)

Unterschrift