Communication

Rhetoric, argumentation training, negotiations and meetings, facilitation training

Course ref.
WE9000

Participants
not more than 9 participants

Schedule
1. Day: 10:00 - 17:00
2. Day: 09:30 - 16:00

Location & dates

Münster
21.11.2026 – 22.11.2026
13.03.2027 – 14.03.2027
22.05.2027 – 23.05.2027
20.11.2027 – 21.11.2027

Fee
1.200,00 € (ex. VAT)
1.428,00 € (inc. VAT)

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

Seminar objective

Professional and personal further training is important to you - and you would like to use a weekend to intensively deal with the topic of communication? In our weekend seminars we offer you a very individual learning environment in which you can ask your questions and achieve your personal goals.

The "Weekend Seminar Communication" combines modules from the seminars "Rhetoric", "Conflict Management", "Argumentation Training", "Presentation Training", "Facilitation Training", "Body Language", "Negotiation Training", "Telephone Training", "NLP" and "Small Talk and Business Etiquette". You will have the opportunity to express your individual, thematic preferences from the range of topics "communication", so that this training can be adapted to your wishes. The implementation in very small groups guarantees a practical training. We help you analyze communication patterns with AI support, improve your impact in a targeted manner, and use your communication skills even more effectively.

Seminar content

Understanding rhetoric, argumentation and negotiations in more detail:

- Improving your own rhetoric: conducting and leading discussions
- The most important argumentation techniques for convincing: avoiding misunderstandings
- Conducting negotiations successfully

Small talk and telephone training:

- Achieving business success through convincing telephone dialogues
- Good manners in business
- Strengthening self-confidence

Body language, presenting and moderating:

- Improving non-verbal communication
- How do I make an impression on others?
- How can I present convincingly?
- Moderate groups successfully

Methodology

External and self-analysis Stimulus provided by the trainer Transfer help into the everyday life Practical exercises Video-supported role plays Participant and trainer feedback Group discussion Simulation of everyday situations Interactive and experiential exchange

Target audience

The communication weekend seminar is aimed at specialists and

managers from business enterprises of all sizes and industries as well as from public administration.

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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

2. Teilnehmer

Name/Vorname

E-Mail

Mobilnummer

Veranstaltung | Seminarcode

Ort | Termin

Firmendaten/Rechnungsempfänger

Firma

Rechnung (Name)

Straße/Nummer

PLZ/Ort

Telefon/Fax

Branche

Datum

Anzahl der Mitarbeiter in Ihrem Unternehmen

Kundennummer

Anmeldebestätigung (E-Mail)

Unterschrift