



THINK ON YOUR FEET®



SCAN TO
WATCH
AND LEARN
MORE

ANALYZE, ORGANIZE AND PRESENT YOUR IDEAS.... FAST!

THE IMPORTANCE OF CLARITY, BREVITY AND IMPACT*

- Structure ideas
- Get to the point
- Be remembered

PRESENT YOUR IDEAS

- Help your audience understand by placing your ideas into a simple, unifying structure

WHEN YOU'RE CAUGHT OFF GUARD

- Make sense out of a mass of facts
- Explain processes clearly

QUICKLY RESPOND WITH STRUCTURED REASONING

- Use logical speaking "points" to organize your thoughts
- Announce & recap

AVOIDING COMMON COMMUNICATION TRAPS

- Keep on track
- Avoid information overload
- Address your audience's core concerns

DIVIDE INFORMATION INTO ASPECTS OR PERSPECTIVES

- Achieve objectivity
- Address issues from different viewpoints

HANDLE QUESTIONS QUICKLY, CLEARLY AND PERSUASIVELY

- Buy time
- Answer the right question
- Handle objections and tough questions positively

HOW TO BROADEN OR FOCUS YOUR AUDIENCE'S PERSPECTIVE

- Move from detail to big picture, or vice versa
- Handle sensitive or confidential information

MOVE TWO OPPOSING VIEWPOINTS TO A MIDDLE GROUND

- Negotiate a win-win outcome
- Deal with controversial topics
- Move to action

95%

OF WORKPLACE
COMMUNICATION IS INFORMAL

Always be prepared for
important conversations:

- Elevator pitch
- Q&A
- Meetings
- Status updates
- Board presentations
- Impromptu conversations
- Interviews
- Handling objections



"Clear speaking
is clear thinking."

- Dr. Keith Spicer,
program creator

OVER
1.5 MILLION
PARTICIPANTS
WORLDWIDE

"A real delight. I am already benefiting from the learning. It is definitely a course that I would like my team to take."

"The feedback from the participants was very positive; many commented on how inspiring and fun the session was."

LEARNING OUTCOMES



BE MORE PERSUASIVE



STAY FOCUSED



RESPOND ON-THE-SPOT
TO TOUGH QUESTIONS



HELP YOUR AUDIENCE
UNDERSTAND

