



COURSE

Speech Writing Training

Duration

One-day, two-days or even half a day if time is tight.

Location

We run our courses in the offices of our clients however, an external site can be sourced by us.

Learning outcomes

This course focuses on writing a speech efficiently and effectively regardless of whether the speech is being developed by the speech maker, an assistant, a communications team member or in a group environment.

Key learning areas

Topics include:

- Being briefed about the content of the speech
- Managing the development of the speech as a project
- Drafting the speech with maximum efficiency
- Rehearsing the speech or briefing the speech maker
- Delivering the speech.

Major benefits of the course

Business benefits of this course include:

- Improved business performance and productivity
- A tangible return on training investment
- Competitive advantage due to excellent outbound and inbound communication
- Increase in reputation and word of mouth referrals
- Greater employee satisfaction and retention
- Increased success rate of project and proposal signoffs
- Streamlined speech-writing processes and training knowledge.

Finer points

The finer points of this course include:

- It can be delivered anywhere in Australia or internationally
- It can be combined with our speech-making course
- Anyone at any career level can attend the course and benefit from it
- All participants receive a colour certificate on completion
- There is ample time for discussion, interaction and individual attention
- The course is delivered by experts in the subject matter
- Hands-on exercises and tasks are customised to the everyday roles of participants
- The comprehensive manual is an excellent resource post-training
- Contemporary training methodologies and adult learning principles are utilised
- The trainers deliver the material in an engaging and inclusive style.



CLINTON
COMMUNICATIONS

About Clinton Communications

We specialise in written and verbal communication. Our offering includes training, communication and documentation services. We provide powerful, customised solutions designed to improve business performance and develop and retain a skilled workforce.

Contact Us

Please contact us with any questions you have or to request a proposal for delivering training in your organisation.

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