



WORKPLACE COMMUNICATIONS

BUILDING THE HIGHLY EFFECTIVE ORGANIZATION SERIES 1

What is Workplace Communication:

- Name the 5 basic purposes of communication
- How to effectively communicate
- Why is communication so important

Why must we communicate? What barriers exist in communicating our thoughts? What percentage of time should we speak in a conversation? [Austin Tenette](#) will expound on the 7C's of workplace communication and share tips on how effective leaders can get their point across easily by understanding the 5 basic purposes of communication.

Tuesday, December 1, 2020 10:00 a.m. – 12:00 p.m.

Workforce Solutions Webinar

[Register Here](#)



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AGENDA

Tuesday, December 1, 2020

10:00 a.m. – 12:00 p.m.

Workforce Solutions–Webinar

- 10:00 – 10:15 a.m. Sign-in
- 10:15 – 10:30 a.m. Welcome – About Us / Speaker Intro
- 10:30 – 11:30 a.m. Keynote Speaker – Austin Tenette
- 11:30 – 11:45 a.m. Q&A
- 11:45 – 12:00 p.m. Networking / Wrap-up

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