

See more at www.zandax.com/courses/building-relationships

Course information from ZandaX

Relationship Building in Your Business and Personal Life

Build strong, sustainable, productive relationships

Course duration: 2 hours of highly focused content (Revisit, review and revise as often as you want)

What you'll learn

- ✓ About Positive Relationships
 - ★ Identify your own strengths and weaknesses in interpersonal skills
- ✓ Models of Behavior
 - ★ Understand the important parts of communications skills
- ✓ Building Rapport
 - ★ Use communication in a positive and effective manner
- ✓ Increasing your Likeability Factor
 - ★ Recognise traits we like in others and seek positive signs to develop these
- ✓ The Assertive Approach to Relationships
 - ★ Understand how most human communications work
- ✓ Influencing Relationships
 - ★ Use vocal tone and power appropriately in communication
- ✓ Openness, Disclosure and Feedback
 - ★ Refuse requests assertively while retaining good working relationships
- ✓ Effective Networking
 - ★ Use assertiveness effectively in a range of situations

What does our Relationship Building course cover?

Who Wants a Course That Will Make Them More Likeable?

Well, that's what this course does.

And it teaches you how to achieve it within a structure so you understand how things fit together.

But this course is NOT about romantic relationships or dating!

Instead, you will learn how to have genuine, sustainable and mutually beneficial relationships that take you to a new level in your interactions with friends, family and co-workers.

And because we take a full look at the subject from several perspectives, even the most seasoned professional will get some great takeaways from this course.

We give you proven ideas and tools to have better, stronger, longer-lasting relationships. With everyone. Do we need to say more?

This Relationships skills training course, like all our courses, has been developed over many years of classroom and online delivery. Content has been thoroughly researched and is constantly updated so it's always leading edge. It's delivered by professional presenters and is full of practical knowledge and solutions.

Still wondering whether to do the course?

Just think about this: how much would you benefit if you had better relationships skills?

Course requirements

There are no pre-course requirements: whether you're new to training or have attended courses before, you'll find our style of presenting the subject matter to be engaging, useful and easy to retain.

Who's this course for?

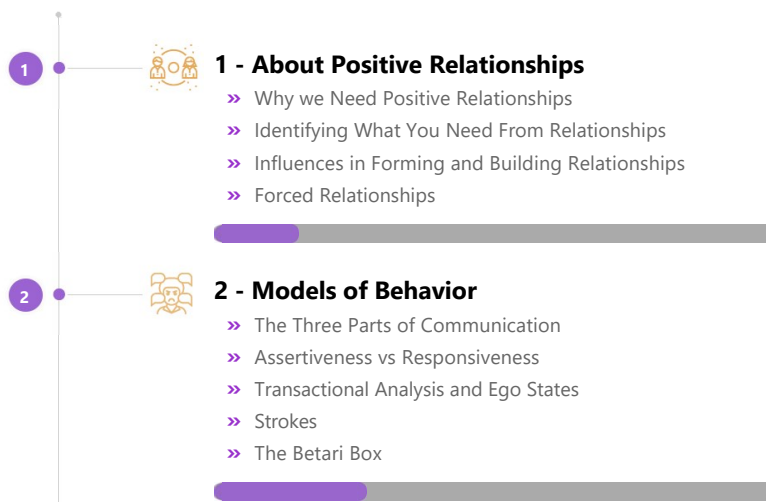
Anyone who wants to develop more productive relationships whether it's in a work, family or social situations: it's all about people, and the rules are the same!







CPD accredited course



This course is CPD accredited, which means that not only has it been rigorously assessed in terms of content and quality by the CPD, but you have learning options (see below) to get your own official CPD certificate.

Course content for Relationship Building In Your Business And Personal Life



3		3 - Building Rapport <ul style="list-style-type: none">» What Is Rapport Building?» 6 Tips for Establishing Rapport» 6 Tips for Building Rapport
4		4 - Increasing your Likeability Factor <ul style="list-style-type: none">» How to Increase your Likeability Factor» Being Amiable» Being Dependable» Being Uplifting» Being Caring» Being Capable
5		5 - The Assertive Approach to Relationships <ul style="list-style-type: none">» The Need to Be Assertive» Understanding Different Behaviour Types» Using an Assertive Approach» The Three Step Approach to Assertive Behaviour» Saying No Nicely
6		6 - Influencing Relationships <ul style="list-style-type: none">» Power and Influencing» Difficult Relationships» Dale Carnegie and Self Awareness» What's in it for Me? (WIIFM)
7		7 - Openness, Disclosure and Feedback <ul style="list-style-type: none">» The Psychological Contract» What Is Disclosure?» The Johari Window» Trust and Respect» Giving and Receiving Feedback
8		8 - Effective Networking <ul style="list-style-type: none">» Reasons for Networking» The Benefits of Networking» Things to Remember With Networking» Simple Tips for Networking Meetings» Effective Business Networking

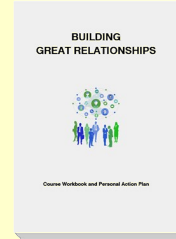
And There's a Great Workbook...

The CPD certificate you get with the Diploma and Professional course options will be your proof of **where you are**.

How about realizing your **full potential**?

The course comes with a great, results-focused downloadable workbook.

The workbook features:



More about the ZandaX Relationship Building In Your Business And Personal Life course

Improve Your Relationships for More Happiness and Success

Learn how to build and maintain strong, productive relationships

This course will show you how to be more likable, but also make your relationships more productive and rewarding.

We take you through positive relationships and how to apply appropriate methods to deal with different behavior types.

We show you how to build rapport with people, and enable you to see what factors contribute to making you more likeable.

You'll learn to get more from relationships by being assertive, how to influence relationships, and inspire trust and respect in the way you give (and receive) feedback,

Finally we look at networking, and how it can help you both at work and away from the office.

At the end of this course, you'll have the understanding, and skills, you need to make a real difference to the way you build and manage your relationships.

Watch the modules, revisit them time and again ... and have fun with improving your skills!

Learning format

The course is offered as follows:

You'll learn using easy-to-follow on-screen videos which you can pause, re-run and revisit as often as you like, and also through interactive content with short quizzes and questions appropriate to the course subject.

The course is arranged into modules, each with several lessons. Refer to the course content for more details on what's covered. You also get interactive content, a comprehensive workbook and a course certificate as evidence that you have invested in your skills as part of your professional development.

View this course online

Visit our website at www.zandax.com/courses/building-relationships to view the latest details, including related courses, prices and quantity discounts.



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