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## Professional Speaking

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According to the National Institute of Mental Health, 74% of people suffer from public speaking anxiety. People rank the fear of public speaking ahead of death! As individuals move up their career ladder, they have increased visibility and opportunity to give presentations, conduct meetings, and become a representative of their organization. It is critical to convey a professional and powerful image. This includes the alignment of the three V's of communication: Visual, Vocal, and Verbal. Any misalignment can result in misinterpretation of the individual's message.

Body language (visual) should represent an executive presence and voice quality and speaking style (vocal) should enhance that image. Word choice and vocabulary (verbal) should be appropriate for the audience. The inability to communicate effectively with power and confidence will directly impact the company's image, resulting in loss of credibility, poor interdepartmental and team rapport, and decreased productivity.

## Results of improved communication skills:

## Training may include:

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Increased confidence	Public speaking and presentation skills
Willingness to assume additional responsibilities	Telephone skills
Employee advancement within the organization	Effective communication in meetings
Improved team building and collaboration	Networking skills
Enhanced image of the organization	Email and business correspondence

## Formats of training:

- 1:1 coaching
- Small or mid-size group classes
- Workshops customized to meet the unique needs of the individual or organization
- On-site at the workplace, in our Owings Mills office, or live web-based remote training

Since 1983, Successfully Speaking has helped individuals from diverse backgrounds achieve excellence in communication. Our unique and customized training programs help each individual focus on specific goals that will help them become an effective leader or instrumental member of their team.

**Successfully Speaking** provides professional speaking skills training for individuals and groups. Lynda has worked with major hospital systems, corporations, technology firms, research laboratories, small businesses, and the clergy.

If you are interested in learning more, please contact Lynda Katz Wilner by phone at 410-356-5666 or by email at [lkwilner@successfully-speaking.com](mailto:lkwilner@successfully-speaking.com).