



Communication Skills-

Questioning, Listening & Speaking Workshop (LEAP1211)

Introduction

The proficiency in communication is the foundation of leadership. All great leaders in history are also masters of communication. The fundamentals of communication include three elements: to listen, to question, and to express. This programme enables students to acquire all-rounded communication skills by strengthening their listening and questioning abilities. Not only giving full play to the students' specific skills, this also balances their emotional and psychological needs when mastering these communication skills. Besides, through formal public speaking training, students are able to deliver a speech with confidence, understand the key elements of good communication, overcome stage fright, and improve non-verbal gesture including voice control, body language and eye contact, etc.

Programme Type / Level

Introductory Course in Leadership ([Token-required](#))

Instructor(s)

Mr. Alfred Tse, AT Speech Learning Institute

Target Participants



- P4 to P5 HKAGE student members
- Class size: 30

Medium of Instruction



Cantonese, with handouts in Chinese

Certificate



Certificate will be awarded to participants who have:

- ❖ Attended **AT LEAST 3** sessions AND
- ❖ Completed all the assignments with satisfactory performance

Intended Learning Outcomes



Upon completion of the programme, participants should be able to:

1. Examine key elements in effective communication;
2. Demonstrate improved listening, questioning and speaking skills and techniques in various leadership contexts;
3. Use strategies and skills to analyse others' ideas for effective communication.

Screening



Please answer the screening question in the online application form.

*The screening question is designed to help the applicant understand the course level and the course content. The question must be answered by the student applicant and it can only be attempted once. The answer cannot be changed once the application is submitted. Selection is based on students' performance in answering the question. Only students who can demonstrate learning motivation and need in the screening question can be enrolled in the programme.

Application Deadline

5 September, 2016

Application Result Release Date

15 September, 2016

Student members may withdraw from the programme on or before the deadline. Otherwise, the token will be deducted.

Schedule



Session	Date	Time	Venue (HKAGE)
1	22 Dec	9:30 a.m. – 12:30 p.m.	Room 403
2	23 Dec		
3	28 Dec	2:00 p.m. – 5:00 p.m.	Room 303
4			

Enquiries



For enquiries, please contact us at 3940 0178 or 3940 0102.