



WP3 – INTERACTIVE INFOGRAPHICS FOR CAREER MANAGEMENT SKILLS

Interpersonal communication

CALL-TO-ACTION ACTIVITY

THEMATIC AREA

Search – Interpersonal communication

ACTIVITY TITLE

Elevate your introduction

TYPE OF RESOURCE

Individual activity



DURATION OF ACTIVITY (IN MINUTES)

60 minutes

LEARNING OUTCOME

- Understand the significance of effective interpersonal communication in professional success
- Demonstrate the ability to craft and deliver a compelling introduction in various professional settings
- Develop confidence in initiating and navigating brief professional interactions

AIM OF ACTIVITY

This activity aims to empower the learner with essential interpersonal communication skills. It offers an opportunity to explore the art of crafting and delivering impactful introductions, enhancing the ability to engage effectively in various professional scenarios.

MATERIALS REQUIRED FOR ACTIVITY

- A smartphone to record yourself
- Resources with key tips for effective introductions
- Timer or stopwatch

STEP-BY-STEP INSTRUCTIONS

Step 1: Introduction

- Begin by recognizing the importance of effective interpersonal communication in professional settings. Think about how impactful introductions contribute to positive impressions and set the tone for interactions.
- Watch this video to learn more about introducing yourself: <https://www.youtube.com/watch?v=5c5P8YQeyml>

Step 2: Crafting and practicing introductions

- Explore online resources or materials outlining tips for crafting effective introductions.
- Independently craft your personalized introduction, focusing on clarity and authenticity.
- Practice your introduction aloud, either alone or with a trusted friend or family member.
- Consider recording your practice sessions to review and identify areas for improvement.

Step 3: Peer sharing and reflection

- Explore online resources or materials outlining tips for crafting effective introductions.
- Independently craft your personalized introduction, focusing on clarity and authenticity.
- Practice your introduction aloud, either alone or with a trusted friend or family member.

- Consider recording your practice sessions to review and identify areas for improvement.

Step 4: Personal reflection

- Reflect on your experience of crafting and delivering your introduction independently.
- Identify key takeaways and insights gained during the SDL activity.
- Challenge yourself to apply these newly acquired skills in your future professional interactions.

TEMPLATE

Step 1: Introduction

Effective interpersonal communication is the key to professional success. In a world where connections matter, individuals with strong communication skills leave a lasting impact. This workshop is designed to empower you with the tools to elevate your interpersonal communication, enabling you to navigate professional interactions with confidence and authenticity.

Step 2: Crafting and practicing introductions

Use this template to document key insights, strategies, and challenges encountered during the workshop.

Crafting compelling introductions:

- Explore techniques for crafting engaging and memorable introductions.
- Note down key elements that make an introduction impactful.

Body language and non-verbal cues:

- Explore techniques for crafting engaging and memorable introductions.
- Note down key elements that make an introduction impactful.

Active listening:

- Explore techniques for crafting engaging and memorable introductions.
- Note down key elements that make an introduction impactful.



Step 3: Sharing and discussion

Engage in a collaborative discussion on the explored interpersonal communication strategies. Share your experiences, discuss challenges faced, and brainstorm solutions within the group. Foster a supportive environment for learning and sharing insights, recognizing the diversity of communication styles within the group.

Step 4: Reflection

Reflect on the value gained from the workshop and the newfound insights into interpersonal communication. Make a personal commitment to integrating these effective communication strategies into your academic and professional practices. Acknowledge the importance of continuous learning and adaptability in the dynamic realm of interpersonal communication. Your commitment to refining these skills will undoubtedly contribute to your success in various professional interactions.



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