

# AIMS Effective Speaking Skills Program in **ABU DHABI**

March 2018



AIMS Effective Speaking Skills Program **in 8 Sessions exclusively for AIMS Teams**

1<sup>st</sup> Session starts from Friday, 16 March 2018 and concludes on Saturday, 31 March 2018

**Venue of the Program – Centro Hotel,  
Capital Centre, Abu Dhabi  
(Location map attached)**

## Objective of the Program :-

AIMS **Effective Speaking Skills Program** provides the most comprehensive range of learning and development of spoken skills for APC aspirants and professionals. This program helps the learners to demonstrate presentation skills effectively. Participants will enhance their fluency, reading, listening and interpersonal skills.

## On successful completion of the program, participants will be able to :-

- ❖ Speak fluently and confidently
- ❖ Improve pronunciation and vocabulary
- ❖ Express ideas in effective way
- ❖ Improve verbal and non-verbal communication
- ❖ Enrich listening and reading skills
- ❖ Strengthen English Grammar
- ❖ Produce appropriate and quality sentences
- ❖ Give presentations effectively
- ❖ Deliver the reasonable content with confidence
- ❖ Persuade the audience with improved skills
- ❖ Demonstrate the best body language and voice tone

# Schedule of AIMS Effective Speaking Skills Program

## DAY 1 –

Friday, 16<sup>th</sup> Mar 18  
02.00 pm to 06.00 pm

- The importance of communication skills
- Mind mapping your thoughts to develop spoken skills

## DAY 2 –

Saturday, 17<sup>th</sup> Mar 18  
06.30 pm to 09.30 pm

- Grammar for effective spoken skills
- Practice and activities for Communication skills

## DAY 3 –

Tuesday, 20<sup>th</sup> Mar 18  
06.30 pm to 09.30 pm

- Useful grammar to improve spoken skills
- Practice and assessment of Spoken skills

## DAY 4 –

Friday, 23<sup>rd</sup> Mar 18  
02.00 pm to 06.00 pm

- Improve your natural style of communication
- Presentation skills with effective spoken skills

## DAY 5 –

Saturday, 24<sup>th</sup> Mar 18  
06.30 pm to 09.30 pm

- Grammar for accurate communication
- Practice and Assessment of Spoken skills

## DAY 6 –

Tuesday, 27<sup>th</sup> Mar 18  
06.30 pm to 09.30 pm

- Verbal and Nonverbal communication
- How to deliver your content

## DAY 7 –

Friday, 30<sup>th</sup> Mar 18  
02.00 pm to 06.00 pm

- How to enhance your vocabulary for fluent speech
- How to persuade your audience

## DAY 8 –

Saturday, 31<sup>st</sup> Mar 18  
06.30 pm to 09.30 pm

- In-depth grammar for business communications
- Practice and Assessment of Spoken skills