April 2018 Training Tip



Green Light Education
A new perspective



Say It ONCE!

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As trainers, we should only ever say something once. It's tempting to think we're giving people 'extra help' by repeating an instruction or a piece of information. In fact, what we're actually teaching them is that they don't have to listen the first time.

Teach your participants to listen by only saying things once. This means getting their undivided attention before you speak:

- Allow silence to settle in the training room
- Make sure each person is looking at you – make a point of saying: "Please make sure you can see my face"
- Speak slowly, clearly and deliberately.
- Do not repeat yourself

People will soon learn they only have one chance to hear what you're saying. They will pay more attention – and you will only have to say it ONCE!

Video of interest this month:

How To Be A Better Public Speaker

https://www.youtube.com/watch?v=Rqax8htBNyM

This new video covers some of the basic keys to success in public speaking. Brief, enjoyable, and right to the point – great ideas to always keep in mind, whether speaking in public, leading a training, or facilitating a meeting.

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