

ASSERTIVENESS & SELF CONFIDENCE TRAINING

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COURSE LENGTH: 1.0 DAYS

Learn to be assertive and self confident without appearing pushy or domineering by joining our Assertiveness and Self Confidence Training Course. With the right techniques, you will develop the confidence to assert yourself in a polite manner in any situation.

This Assertiveness & Self Confidence Training teaches you the techniques to be a more effective communicator, with the confidence to assert and express what you believe in, without being rude or impolite. You will also learn how to deal with difficult behaviours and how to politely say “no” when required.

This course, that previous participants say has changed their lives for the better, is offered in London, Birmingham, Leeds, Glasgow, Sheffield, Bradford, Edinburgh, Liverpool, Manchester and UK wide.

Please click the In-House Training tab to receive a free quote for courses delivered at your preferred location.

ASSERTIVENESS & SELF CONFIDENCE TRAINING COURSE OUTLINE

FOREWORD

Assertiveness and Self Confidence are two behaviours that are crucial for success in life. If you don't feel worthy, and/or you don't know how to express your self-worth when communicating with others, life can be very unfulfilling.

In this Assertiveness and Self Confidence Training Course people learn how to become more willing and able to communicate, share their opinions and get more proactive in shaping their life and interactions with others.

Whether it is learning how to say 'I believe', telling yourself 'it's Ok to give it a go' or getting better at saying 'No' this course will empower you and help you in many aspects of your life.

OUTCOMES

In this course you will:

- ▶ Understand what it means to be assertive and self-confident
 - ▶ Learn that it's okay to speak up and to stand up for what they believe
 - ▶ Gain techniques to confidently express opinions & needs
 - ▶ Learn to say 'no' without being rude or seeming disinterested
 - ▶ Recognise that you are important and that your opinions are valid and worthy of consideration
 - ▶ Learn to identify & eliminate negative thinking and self talk
 - ▶ Become a more effective communicator
 - ▶ Learn to set achievable goals in line with personal values
 - ▶ Discover how to "feel the part", "look the part", "sound the part" and "become the part"
 - ▶ Be able to recognise and deal with difficult behaviours in other people
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MODULES

Lesson 1: Me, We – Making Your Mark

- ▶ Understanding Self-Confidence
- ▶ Understanding Me
- ▶ Understanding Others
- ▶ Reflection

Lesson 2: How We Behave – Thoughts And Responses

- ▶ The good, the bad and the ugly
- ▶ Doubt
- ▶ Realistic Concern and Doubt
- ▶ Projecting Self Confidence
- ▶ Reflection

Lesson 3: Communicating With Confidence

- ▶ What you say
- ▶ How you say it
- ▶ Listening
- ▶ Reflection

Lesson 4: Self Confidence – Building It And Rebuilding It

- ▶ Building on your Strengths
- ▶ Confidence Spoilers
- ▶ Building Confidence – four areas of focus
- ▶ Workplace Challenges to Self Confidence
- ▶ Reflection

Lesson 5: Mastering Assertiveness – When And How To Use It

- ▶ Your Rights
- ▶ Getting over saying 'no'
- ▶ Ways of Saying No
- ▶ Being Assertive Towards your boss
- ▶ Reflection

Lesson 6: We're All Different – Asserting In A Global World

- ▶ The cultural dimension of assertiveness and self-confidence
- ▶ Social Media and Self-Confidence
- ▶ Reflection

Lesson 7: Reflections

- ▶ Create an Action Plan
- ▶ Accountability = Action

WEB LINKS

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- ▶ [View this course online](#)
 - ▶ [In-house Training Instant Quote](#)