

HIGH-STAKES CONVERSATIONS

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COURSE LENGTH: 0.5 DAYS

Let's face it, there are just some conversations that you don't want to have. There are some people you simply don't want to talk to, but what happens when we don't have these conversations?

High-Stakes Conversations take place every day, in every workplace and every home. You know those conversations where there are high stakes, real differences of opinion and strong emotions.

The difference between average and great workplace performance lies in how people handle those difficult conversations. At the heart of all workplace issues are conversations that are either not being handled or not being handled well.

Through having High-Stakes Conversations, you learn to see issues through the lens of others, make it safe to have dialogue on important issues, work more effectively as a committed team member, and problem-solve in ways that reduce barriers.

In this half day course, you will be better able to resolve disagreements, hold others accountable, make better decision and take more committed actions.

HIGH-STAKES CONVERSATIONS COURSE OUTLINE

FOREWORD

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OUTCOMES

At the end of this course, participants will be able to:

- Identify the conversations that are keeping you from your desired results
 - Speak persuasively not abrasively, no matter the topic
 - Make it safe for others to share their honest opinions
 - Deal with people who either clam up or blow up
 - Gain control of your own emotional responses
 - Disagree without being disagreeable
 - Influence without exerting force
 - Improve teamwork, productivity and effectiveness
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MODULES

Lesson 1: What is a High-Stakes Conversation

- What is a High-Stakes Conversation
- Characteristics of High-Stakes Conversations
- Our Response to High-Stakes Conversations
- Triggers for High-Stakes Conversations

Lesson 2: My Communication Style

- My Communication Style
- How to Adapt My Style for Better Outcomes

Lesson 3: Preparing and Conducting High-Stakes Conversations

- Preparing for the Conversation
- The High-Stakes Conversation Model
- Steps for High-Stakes Conversations
- How to hold a High-Stakes Conversation

Lesson 4: Strategies for High-Stakes Conversations

- Notice when a Conversation turns into a High-Stakes Conversation
- Tips for Becoming a Better Listener
- 'You' Statements v 'I' Statements
- How to hold a High-Stakes Conversation

Lesson 5: Putting it into Practice

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- Practising Scenarios for High-Stakes Conversations
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WEB LINKS

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