



Thinking (and Speaking) On Your Feet – Course Outline

A point of difference for exceptional professionals

Delivery Format:

Interactive in-person or online instructor-led workshop. (3 hours)

Overview:

In a fast-moving professional world, the ability to think clearly and speak with impact under pressure is what sets great communicators apart. This high-energy, practical workshop equips participants with a suite of tools to generate ideas, structure responses, and communicate persuasively—even when put on the spot.

This course is ideal for those wanting to handle questions, lead discussions, or present ideas more effectively—without needing time to script their thoughts.

Learning Outcomes:

Participants will leave with the ability to:

- Use **10 tools** for critical thinking, creative problem solving, and decision making
- Apply **3 proven structures** for speaking impromptu
- Leverage simple techniques of **rhetoric and persuasion** to increase impact
- Manage nerves and deliver with confidence

Topics & Tools Include:

- Critical Thinking Frameworks: Reverse Engineer, Pre-Mortem, Grandparent Test, Lost Voices
- Decision-Making Models: 5 Whys, SCAMPER, Weighted Matrix, Forcefield Analysis
- Speaking Structures: The Boxes Model, Martini Glass, S.T.A.R.
- Rhetoric Techniques: Breathless Sentences, Balancing Statements, Metaphors
- Presence Under Pressure: Breathing, mindset shifts, and managing internal dialogue

Who Should Attend:

Professionals at any level who find themselves needing to speak up in meetings, respond on the fly, or improve how confidently they come across in unplanned moments.

Benefits to Your Organisation:

- More confident, composed communicators
- Faster decision-making through structured thinking
- Stronger representation of your brand through every conversation
- Greater impact in meetings, pitches, and client interactions