



Futureforth

2024 WORKSHOP CATALOG



Futureforth is a renowned communication skills training company. We specialize in the Nice Method™ to enhance personal and organizational communication skills. Our training leads to happier teams, better retention, a strong company culture, increased sales, and innovation. We teach content marketing strategy, dynamic stage presence, engaging storytelling, and practical methodologies to improve your internal and external communication skills. Trusted by brands like Google, LinkedIn, FedEx, and UPS, Futureforth has a proven track record in marketing and communication skills training.

Our mission is to revolutionize how people connect, collaborate, and communicate.



PRESENTATION SKILLS & PUBLIC SPEAKING

Effective Business Storytelling and Presentation Planning

Designed to empower participants with the skills to craft compelling narratives and deliver impactful presentations in a business context. This workshop explores the art of storytelling and presentation planning, teaching attendees how to engage and persuade their audience effectively, whether in meetings, pitches, or conferences.

- Crafting compelling narratives that resonate with your audience.
- Understanding the power of story arcs as narrative building blocks.
- Enhancing audience engagement through storytelling techniques.
- Developing confidence in delivering data-driven presentations.
- Using the S.H.O.T. (Structure, Hook, Objective, Takeaway) approach for effective presentation planning.

The Art of Public Speaking and Presentation Skills

This workshop empowers individuals with the skills and techniques needed to become confident and captivating public speakers. Participants will learn to conquer stage fright, effectively structure their speeches, engage their audience through storytelling, and master body language to leave a lasting impression.

- Overcoming stage fright and nervousness in public speaking.
- Structuring speeches effectively for maximum impact.
- Engaging and captivating the audience through storytelling.
- Building confidence through targeted exercises and rehearsal.
- Utilizing body language to enhance presentation delivery

The Master Communicator's Secret Weapon Workshop

A highly interactive experience designed to enhance your communication skills in both professional and personal contexts. This workshop unlocks the secrets to building trust, fostering creativity, embracing spontaneity, utilizing effective body language, practicing active listening, and mastering various communication techniques. Participants will leave with a comprehensive toolkit to become more persuasive and impactful communicators.

- Building trust through communication exercises and strategies.
- Unleashing creativity and embracing spontaneity in your interactions.
- Utilizing effective body language to convey your message with impact.
- Practicing active listening techniques for deeper understanding.
- Mastering various communication skills and techniques to become a persuasive communicator.

Comedy and Humor Communication Workshop

This engaging and interactive workshop harnesses the power of humor to improve communication skills. It explores the world of comedy and how humor can be effectively integrated into various forms of communication, including public speaking, presentations, and everyday conversations. Participants will learn the fundamentals of comedy, enhance their quick thinking and responsiveness, and discover how humor can strengthen connections and boost communication effectiveness.

- Exploring the fundamentals of comedy and humor in communication.
- Enhancing active listening and quick thinking skills.
- Building confidence in using humor appropriately.
- Strengthening connections through humor and collaborative exercises

Engaging Virtual Presentations and Meetings

Zoom fatigue ends here. This workshop focuses on mastering the art of virtual presentations and creating engaging virtual meetings. In today's digital age, effective communication and collaboration in virtual settings are crucial skills. Participants will learn how to deliver compelling virtual presentations, keep remote meetings interactive and productive, and make the most of online communication tools and technologies.

- Delivering compelling virtual presentations.
- Keeping remote meetings interactive and productive.
- Utilizing online communication tools and technologies effectively.
- Secret tools of the trade.

PROFESSIONAL NETWORKING & RELATIONSHIP BUILDING

The Nice Method for Networking Mastery

A comprehensive approach to building meaningful connections in personal and professional settings. This workshop is based on Dave Delaney's acclaimed book, "New Business Networking." It places a strong emphasis on breaking the ice and initiating conversations with ease during tradeshows, conferences, and at local events. . Participants will also delve into the art of active listening, a key skill for nurturing valuable relationships. Additionally, the workshop covers effective social media networking strategies and provides insights into follow-up techniques to maintain and strengthen connections over time.

- Breaking the ice and initiating conversations confidently.
- The *Three Up's* of networking nicely.
- Mastering active listening techniques for more meaningful interactions.
- Leveraging social media networking strategies to expand your network.
- Implementing effective follow-up strategies to nurture and strengthen connections.

Networking for Introverts

A workshop designed to equip introverted professionals with practical strategies to thrive in social settings and build valuable connections. This workshop addresses the unique challenges introverts may face in networking scenarios and provides strategies to overcome social anxiety. Participants will learn how to build meaningful connections, whether in small or large group settings, and leverage online platforms for effective networking, all while staying true to their introverted nature.

- Strategies to overcome social anxiety and thrive in networking situations.
- Building meaningful connections as an introvert.
- Networking effectively in both small and large group settings.
- Leveraging online platforms for introverted networking success.

Networking for Nice People with LinkedIn

Embark on a journey to harness the full potential of LinkedIn for professional networking, career advancement, and client acquisition. In this engaging session, you'll acquire valuable insights and skills to enhance your LinkedIn presence and make meaningful connections in the digital landscape.

- Strategies to expand your professional network on LinkedIn.
- Techniques to boost your personal brand and online visibility.
- Proven methods to engage and convert potential clients.
- Effective ways to capture the attention of recruiters and prospects.
- Utilizing multimedia content (videos, newsletters, articles, posts) for maximum impact.
- Optimizing your LinkedIn profile to stand out.
- The "Three Ups" of networking nicely on LinkedIn.

LEADERSHIP & TEAM DEVELOPMENT

Effective Communication in Virtual Teams

This workshop is tailored to the demands of remote and virtual team environments. In an increasingly digital workplace, effective communication is essential. Participants will gain the knowledge and skills to excel in virtual team settings. Topics covered include best practices for virtual team communication, video conferencing etiquette, utilizing collaboration tools, and overcoming common challenges associated with remote work. Participants will leave with the ability to enhance their online interactions and contribute effectively to virtual teams.

- Best practices for communication in virtual team settings.
- Video conferencing etiquette and effective online meetings.
- Utilizing collaboration tools and technologies for remote collaboration.
- Strategies for overcoming common challenges in virtual teamwork.

Leadership Communication Excellence

This workshop is dedicated to enhancing leadership communication skills. Effective communication is crucial for leaders to empower their teams, inspire innovation, and drive success. It focuses on key aspects of leadership communication, including leading with acceptance, active listening for networking and leadership, embracing change and innovation, and mastering constructive feedback and conflict resolution. Participants will leave with the tools and strategies needed to become exceptional communicators in leadership roles.

- Leading with acceptance and fostering an inclusive leadership approach.
- Developing active listening skills for effective networking and leadership.
- Embracing change and innovation through communication.
- Mastering constructive feedback and conflict resolution for stronger leadership.

Building High-Performance Teams

This workshop is designed to equip leaders and team members with the skills and strategies necessary to create, lead, and motivate high-performance teams consistently. It delves into team dynamics and collaboration, effective delegation and empowerment, conflict resolution strategies, and goal setting and achievement. Participants will leave with the knowledge and tools to foster a culture of teamwork, innovation, and high-performance within their organizations.

- Understanding team dynamics and fostering collaboration.
- Implementing effective delegation and empowerment strategies.
- Developing conflict resolution techniques for a harmonious team environment.
- Setting and achieving goals to drive high-performance results.

PERSONAL DEVELOPMENT & WELL-BEING

Emotional Intelligence in Leadership

The "Emotional Intelligence in Leadership" workshop is designed to enhance leadership effectiveness by focusing on the development of emotional intelligence. Emotional intelligence (EQ) is a critical aspect of successful leadership, fostering stronger relationships, empathetic communication, and compassionate leadership styles. This workshop provides:

- Insight into understanding emotional intelligence (EQ).
- Exploration of emotionally intelligent leadership styles.
- Instruction on empathetic communication and conflict resolution.
- EQ assessments and self-awareness exercises.

Unleash Your Potential: Discover and Harness Your Strengths

Join our empowering workshop dedicated to helping you uncover and leverage your unique strengths. In this transformative session, you will gain the tools and insights needed to tap into your innate abilities and excel in various aspects of your work.

- Identifying your core strengths and talents.
- Understanding how your strengths shape your personal and professional life.
- Apply your strengths in your career, relationships, and personal growth.
- Building confidence and self-awareness through your strengths.
- Overcoming challenges and setbacks by leveraging your strengths.
- Connecting with like-minded individuals on a similar journey of self-discovery.

Building Resilience and Stress Management

This dynamic workshop is dedicated to helping individuals build resilience and effectively manage stress in challenging work environments. Participants will leave with practical skills and strategies to manage stress, enhance resilience, and promote a healthier and more productive work life. It covers:

- Identifying and managing stress effectively.
- Building emotional resilience for personal and professional growth.
- Practicing mindfulness and relaxation techniques.
- Creating a supportive workplace culture that promotes well-being.

Emotional Intelligence at Work

This transformative workshop is designed to enhance emotional intelligence (EQ) in the workplace. Participants will delve into the importance of EQ in professional settings and learn practical strategies for improving EQ. By the end of this workshop, attendees will possess the knowledge and tools to apply emotional intelligence to create more harmonious and productive workplace relationships, manage stress, and enhance their leadership effectiveness. Key focus areas include:

- Recognizing and managing emotions effectively.
- Cultivating empathetic communication skills.
- Resolving conflicts through emotional awareness.
- Developing emotionally intelligent leadership.

COMMUNICATING WITH CONTENT

The Power of Podcasting

Discover the dynamic world of podcasting in our specialized workshop dedicated to this influential medium. Dive deep into the art and science of podcast creation and promotion. In this transformative session, participants will explore key topics, gaining the knowledge and skills needed to harness the full potential of podcasting.

- Crafting compelling podcast content and structuring episodes for impact.
- Mastering recording and editing techniques to produce high-quality audio.
- Strategic promotion and distribution strategies to expand your podcast's reach.
- Leveraging podcasts as a powerful tool for personal branding and business growth.
- Tips and tricks from experienced podcasters and industry experts.
- Hands-on exercises to sharpen your podcasting skills.
- Building a community of like-minded podcast enthusiasts.

Using AI for Inspiration

This innovative workshop delves into the exciting possibilities of artificial intelligence in sparking creativity and inspiration. By the end of this workshop, attendees will gain valuable insights into leveraging AI as a powerful tool for igniting and fueling their creative processes.

Participants will explore how AI can be harnessed to:

- Generate creative ideas and concepts.
- Enhance problem-solving and innovation processes.
- Automate tasks to free up time for creative endeavors.
- Analyze data and trends for insightful inspiration.
- Discover what tools are available.

Reduce, Reduce, Recycle. Your Content Marketing Game Plan

Don't waste precious time reinventing the wheel when you can maximize your efforts by repurposing existing content for your blog, social media, podcast, and email newsletter. In this insightful workshop, we'll show you how to breathe new life into your content and make it work smarter for your brand.

- Workshop covers content repurposing benefits and identification of opportunities.
- Time-saving tools and resources for efficient repurposing are discussed.
- Success measurement techniques and real-world case studies are shared.
- Interactive Q&A sessions provide personalized guidance for attendees.

GROW WITH GOOGLE LUNCH & LEARN

60-minute micro learning sessions

Small Businesses & Startups

- Get Your Local Business on Google Search and Maps
- Establish a Professional Domain, Website, & Email for Your Business
- Make Your Small Business More Accessible
- Make Your Website Work for You

Reach More Customers

- Design Thinking for Entrepreneurs
- Launch Your Business with Customer-Focused Marketing
- Learn the Basics of Google Ads
- Make Better Business Decisions with Analytics
- Reach Customers Online with Google
- Use YouTube To Grow Your Business

Working Remotely

- Coach Your Team to Success
- Collaborate, Meet, and Work Remotely
- Communicate with Calendar and Gmail
- Connect with Customers and Manage Your Business Remotely



THANK YOU FOR YOUR INTEREST.

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Our mission is to revolutionize how people connect, collaborate, and communicate.

