



Influencing Without Authority

As collaboration and cross-functional teams become more prevalent, employees must find ways to produce needed outcomes without exerting direct authority. Many people are discovering that the keys to success are the process and skills of influencing. Effective influencing is more than simply building relationships—it is the ability to move one's colleagues to action.

Our Influencing Process provides a roadmap for the influential communicator. Skipping or shortchanging steps in this process is the most frequent cause of rejected recommendations and missed opportunities. Carrying out the Influencing Process requires skills that include building collaborative solutions and communicating persuasively.

This *Influencing Without Authority* half-day seminar is ideal for up to 16 participants. Through lecture, discussion, and role-play exercises, participants will apply the process, practice the skills, and leave with a specific action plan.

Seminar Topics

- Understanding the Influencing Process as a roadmap to success
- Analyzing the who, what, and when to determine how to address resistance and influence most effectively
- Practicing practical techniques for overcoming common roadblocks
- Enhancing credibility by communicating vision and key points in a persuasive, compelling manner
- Creating an individual action plan to address specific challenges
- Using client-specific case studies to practice the Influencing Process

To inquire about courses, please contact WD Communications with the information provided below.