

# STRATEGIC COMMUNICATION: WORKSHOPS FOR WRITING AND SPEAKING

## **CUSTOMIZED sessions**

for your needs: half or full-day, up to 20 participants. Your company's challenges and concerns can be targeted and addressed directly.

## **INTERACTIVE practice**

of strategies and techniques, rather than listening passively to lectures. The benefits are immediate.

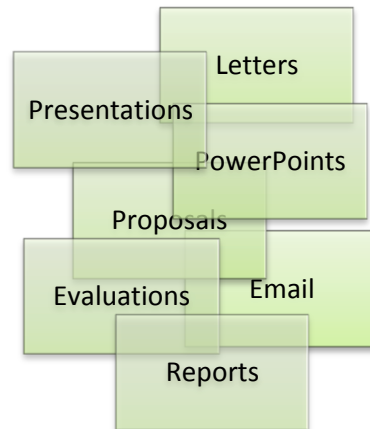
## **CONCRETE solutions**

based on concrete problems, not abstract principles.

## **DIGNIFIED focus**

that encourages respect between communicators and their audiences at all times.

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**JEFF KARON, PH.D.**, has been working with business people, government workers, and students for more than 20 years to help build excellence in writing and speaking. He has led classes, workshops, and tutoring sessions in technical writing, professional communication, critical thinking, and ethics.

For a consultation, call or email:

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For further details, check:

**[www.thehonorablenworkplace.com](http://www.thehonorablenworkplace.com)**

## **Increase Productivity:**

Apply writing strategies that strengthen reports, letters, and proposals.

## **Target the Needs of Your Readers:**

Customers, Clients, Executives, Managers, Supervisors, Employees.

## **Conserve Resources:**

Avoid time sinks such as unnecessary emails, voicemails, and progress reports.

## **Build Authority:**

Apply strong speaking strategies that ensure effective presentations.

***Provide Dignity and Respect in every message.***

The **力** onorable Workplace  
COMMUNICATE WITH  
STRENGTH AND HONOR