Build Your Communication Portfolio

There are so many benefits to communicating our work and what we learn throughout our studies and careers. But there are also so many forms of communication with often limited time to dedicate to learning these skills.

This training help individuals build a communication portfolio that will help them increase their impact, learn the skills most beneficial for their careers and focus on what they find most rewarding.

We will work through questions such as:

What platform is best for you?

What skills do you want to learn?

What style is best for you?

Funny
Enthusiastic
Dramatic
Serious
Emotional
Upbeat

What do you have the most fun doing?

What medium is best for you?
Videos
Reports
Presentations
Books
Articles
Art
Live Stream
Music

What impact do you want to make - whats the best way to do that?

You will learn about the time demands of different communication techniques and best ways to learn skills such as presentations, social media, website design, podcast recording, journalism, popular writing. Then develop an individual plan of how you can incorporate these skills throughout your studies and career to increase employability, impact and engagement.

Find your communication style

Example Full Day Workshop

9:00-11:00

- Introduction to the different types of communication
- Examples of where each type may be best to use
- Examples of how building a tailored portfolio of communication has been successful
- Discussion on what the trainees are looking to get out of the training

11:00 - 11:15 Break

11:15 - 13:00

- Work through an exercise which includes a detailed form where trainees can discover which communication avenues might be best to use

13:00-14:00 Lunch

14:00-16:00

- Discussion around what people want to achieve from their portfolio
- How to reach the goals and communication techniques they want to see in their portfolio.
- Create a practical plan of how to implement these inshort and long term

16:00-16:30

- Questions