



Communication by e-mail

[\(more...\)](#)

Participants will learn the e-mail SWOT and limitations. They will be able to write professional emails, adapting their style to the recipient, using a modern way of expressing clearly and correctly while having a service orientation to help develop the communication culture of the company successfully. They will also identify unnecessary communications to reduce the amount of mail.

Speaking in public when presenting your project

[\(more...\)](#)

The main objective of this training course is to help you speak in public with greater ease and professionalism.

Trainings, Courses available in [Chicago](#), [Dallas](#), [Geneva](#), [Huston](#), [Los Angeles](#), [New York](#), [San-Antonio](#), [San Diego](#), [San Francisco](#), [Washington](#), [Zurich](#) and anywhere in Switzerland, USA, Great Britain and Germany.