

Effective Communication

The Stanislaus County Learning Institute is offering Effective Communications for **ALL** County Employees on:

Dates Coming Soon!

Being held at:
**County Center III – Training Room 1
917 Oakdale Road
Modesto, CA 95355**

Topics Covered

- Learn how to communicate more effectively
- How to design effective Messages
- Understand the impact of nonverbal communication
- Communication networks
- Learn how to listen effectively
- Identify various learning styles
- Communication barriers
- How to modify communication
- Communication influences
- Workplace communication
- Communication tools
- Generational differences in communication
- How to design effective messages
- Identify various learning styles
- Communication networks

SELF-REGISTRATION

Using PeopleSoft on the Intranet, select self-service, followed by learning and development, and then request training enrollment. Employees are responsible for adhering to their departmental training requirements and must obtain the necessary permission to attend classes. For assistance with registration, and/or to cancel or change a class, contact:

Arielle Arias - Phone: (209) 525-4474 or email: AriasA@stancounty.com