

Webinar on

Seven Pillars Of Corporate Etiquette

Learning Objectives

- *Describe the appropriate and inappropriate use of verbal and electronic communications*
- *Recognize and apply the appropriate use of technology in the office*
- *Utilize professional etiquette in cubicle and meeting settings*



In This webinar you will be able to identify the proper attitudes and behaviors of a corporate professional, foster a cordial and productive work environment, and boost employee morale.

PRESENTED BY:

Dr. Julio Birman was educated in Argentina and the United States. He has been a post-secondary educator since 1990 and a Higher Educational Administrator since 2012. His professional experience includes language and cross-cultural business training, as well as Marketing, Creative Services, and Educational Management.

On-Demand Webinar

Duration : 60 Minutes

Price: \$200

Webinar Description

This session is designed to help you and your team generate a cordial and productive office environment where employees interact assertively and professionally. The session concentrates on the introduction and thorough explanation of the seven pillars of good corporate etiquette as follows: (1) workplace basics, (2) electronic communications, (3) courteous considerations, (4) effective meetings, (5) professionalism, (6) conflict negotiation, (7) teamwork. Upon completion of this course, you will be able to identify the proper attitudes and behaviors of a corporate professional, foster a cordial and productive work environment, and boost employee morale.

With the advent of a cubicle and open office corporate environments, it has become extremely important for institutions to train personnel in strategies to share the office environment in an assertive, productive, and respectful manner. Employee morale and productivity often become problematic when office workers cannot interact or perform routinely corporate tasks in an efficient and agreeable manner.



Who Should Attend ?

Office personnel, managers, and employees of corporate and non-profit entities.



To register please visit:

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