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Soft skills training for organisations

Committed to quality . . . passionate about learning



You may wish to improve your organisation's productivity or build your people's leadership skills.

Your goal may be to cultivate empowered teams who are emotionally-intelligent; who collaborate and communicate well.

In an economic downturn, there is a temptation for business - large and small - to cut spending on staff training. When times are tough, it looks a simple way to cut costs.

But research in 2007 * shows that firms that do not train their people are 2.5 times more likely to fail than those who do.

Sign up now - It's FREE!

Sign up to the Brainpower Training free e-newsletter and get our **five part Productivity Tutorial** as a welcome bonus. You'll learn:

- Speed Reading essentials
- Business Writing tips
- Super Memory tricks
- Time Management strategies
- Customer Service best practices

To gain instant access, simply enter your **name** and **e-mail address** into the boxes below and click the '**Instant access**' button.

Name:

E-mail:

Instant access >>

Your privacy is assured: Your details will not be shared and you can unsubscribe from our contact list at any time.

Award Winning

Now is the time to keep investing in the skills and talents of your people. When markets are shrinking, it is their commitment, productivity and ability to add value that keeps you competitive.



In previous downturns, businesses that did invest in their staff saw the most dynamic recovery. Investing now in building new skills puts you in the strongest position as the economy recovers.

The skills of your people are the best guarantee of future prosperity, and the best investment a business can make in challenging times.

* UK Commission for Employment and Skills

Award-winning

Award-winning Brainpower Training delivers two-day, one-day or half-day programs in the workplace to groups of around 10 or more to address your needs and sustain lasting change.

Brainpower Training's team of Facilitators deliver customised training on a whole range of soft skills topics nationwide.

(We don't schedule external workshops for individuals. In that case, perhaps consider our training DVDs . . . [more info.](#))

Brainpower Training draws on the latest learning and change developments to move people and organisations to peak performance.

Satisfaction guaranteed - no risk

You can be confident you'll see a positive return on your training investment.

If you aren't 100% satisfied with your workshop Brainpower Training will either refund the difference between what you paid and what you think it was worth, or Brainpower Training will continue to work with you for free until you achieve the outcomes you reasonably expected.

Program areas

Brainpower Training programs have been developed with an understanding of the demands of today's evolving workplace. Course content is continually refreshed to reflect latest trends and best practice on topics such as:

Time Management



Balancing multiple tasks and managing workplace priorities with less stress.

Speed Reading



Slice through your reading pile and win back time while reducing information overload.

Business Writing



Identify and fix common writing mistakes that make you look unprofessional.

Report Writing



How To Identify and Fix Common Writing Mistakes with Special Emphasis on Reports.

Business Communication



Develop crystal clear communication for better teamwork

Customer Service



How to provide 5-star customer service that boosts your profits.

High Performance Memory



How to remember information, names and numbers like a genius.

Business Etiquette



How to create positive first impressions and exude confidence.

Leadership



Become a better leader and inspire others through empowering leadership.

Negotiation



Gain the best deal possible and maintain positive relationships.

Relating to Different People Skills



Deal with different personalities and improve teamwork.

Influencing with NLP



Neuro-linguistic Programming (NLP) is widely used in business, sales, education, coaching and sport to achieve excellence.

Stress Management



Avoid burning out by managing personal stress in the workplace.

Presentation Skills



Deliver powerful and persuasive presentations with confidence.

Selling Skills



Generate more sales through building trust and relationships.



Change Management

Implement management change using a multi-step process.

Our Facilitators

We can send one of our expert [Facilitators](#) onsite to your location.

How important is it to you that your people walk out of a training session saying, 'That was great; I learned good things; it was worth my time'?

Brainpower Training has a team of trainers with relevant qualifications, industry experience and excellent record in delivering high quality programs.

Brainpower Training's collaborative Facilitators are adept at enthusing participants and inspiring application.

Brainpower Training's stringent quality control during selection and accreditation gives you peace of mind.

Brainpower Training's Facilitators:

- are tertiary qualified with degree or diploma
- have Certificate IV Training and Assessment
- are experienced professionals
- are up with latest trends
- are personable with strong presentation skills
- apply interactive adult learning methods to keep participants engaged
- pursue lifelong learning and professional development

Evaluation

Brainpower Training provides direct participant feedback to you and to Facilitators through evaluations at the end of every course.

Brainpower Training asks participants to rate:

- overall satisfaction with the session
- Facilitator's knowledge of the subject area
- presentation skills
- Facilitator's ability to communicate
- quality of discussions and interaction

Brainpower Training's trainers and workshops are continually rated as excellent and very good.

Awards and recognition

The Australian Institute of Training and Development honoured Brainpower Training with a prestigious *Innovation in Learning* Award.

Brainpower Training clients include Top 500 corporations, government departments, small and medium size businesses, statutory authorities, non-profit organisations.

Our clients include . . .

- IBM
- Qantas
- Hyundai
- Customs
- Sunsuper
- Workcover
- Mercedes-Benz
- Dept of Defence
- Deakin University
- Griffith University
- Sun Microsystems
- Mt Buller ski resort
- Queensland Health
- Fred Hollows Foundation
- PricewaterhouseCoopers . . . plus hundreds more

Brainpower Training offers award-winning training courses in Time Management, Speed Reading, Customer Service, Business Writing, Report Writing, Memory and Study Skills, Presentation Skills, Negotiation, Selling Skills, Business Etiquette, Business Communication, Leadership, Change Management, Relating to Different People Styles, DISC, MBTI. Workshops are offered in Sydney, Melbourne, Brisbane and throughout Australia.