

Body Language Basics

Course Overview

This course will introduce students to body language basics, including communicating with body language, reading body language, body language mistakes, gender differences, nonverbal communication, facial expressions, body language in business, lying and body language, how to improve your body language, and matching your words to your movement.

<u>Module 01 - Getting Started</u>	1m
Getting Started	
Workshop Objectives	
Objectives	
<u>Module 02 - Communicating With Body Language</u>	4m
Communicating With Body Language	
Learning A New Language	
The Power of Body Language	
More Than Words	
Actions Speak Louder Than Words	
Case Study	
<u>Module 03 - Reading Body Language</u>	6m
Reading Body Language	
Head Position	
Translating Gestures into Words	
Open Vs. Closed Body Language	
The Eyes Have It	
Case Study	
<u>Module 04 - Body Language Mistakes</u>	5m
Body Language Mistakes	
Poor Posture	
Invading Personal Space	
Quick Movements	
Fidgeting	
Case Study	

<u>Module 05 - Gender Differences</u>	6m
Gender Differences	
Facial Expressions	
Personal Distances	
Female Body Language	
Male Body Language	
Case Study	
<u>Module 06 - Nonverbal Communication</u>	5m
Nonverbal Communication	
Common Gestures	
The Signals You Send to Others	
It's Not What You Say, It's How You Say It	
What Your Posture Says	
Case Study	
<u>Module 07 - Facial Expressions</u>	5m
Facial Expressions	
Linked with Emotion	
Micro-Expressions	
Facial Action Coding System (FACS)	
Universal Facial Expressions	
Case Study	
<u>Module 08 - Body Language in Business</u>	5m
Body Language in Business	
Communicate with Power	
Cultural Differences	
Building Trust	
Mirroring	
Case Study	
<u>Module 09 - Lying and Body Language</u>	4m
Lying and Body Language	
Watch Their Hands	
Forced Smiles	
Eye Contact	
Changes in Posture	
Case Study	
<u>Module 10 - Improve Your Body Language</u>	4m
Improve Your Body Language	
Be Aware of Your Movements	
The Power of Confidence	
Position and Posture	
Practice in a Mirror	
Case Study	

Module 11 - Matching Your Words to Your Movement

4m

Matching Your Words to Your Movement

Involuntary Movements

Say What You Mean

Always Be Consistent

Actions Will Trump Words

Words from the Wise

Case Study

Total Duration: 48m