



COMMUNICATION SKILLS FOR BUSINESS

CERTIFICATION COURSE

All BrainBuffet Certification Courses come with Interactive Videos, Practice Assessments, Multilingual Subtitles and Transcripts, Hands-on Project Files, Teacher Lesson Plans, Grading Rubrics, Answer Keys, and Student Analytics.



MODULES

6

ESTIMATED
COURSE DURATION

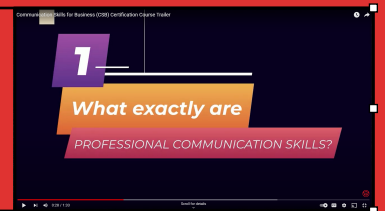
15 hours

LESSON VIDEO
RUNTIME

2.5 hours

COURSE CONTENT

In today's dynamic and highly competitive business landscape, effective communication is the key to success. The Communication Skills for Business Certification Course (CSB) is designed to empower individuals with the essential skills and knowledge they need to excel in the professional world. In this course, led by educator Jonathan Gordon, we will explore about the significance of non-verbal cues, negotiation strategies, and adapting to diverse audiences to empower students to present the best version of themselves in the business world. By participating in the CSB course, students will be able to confidently interact with colleagues and be prepared to pass the CSB Certification Exam by Certiport!



MAIN INGREDIENTS

Module 1: Describe Basic Communication Principles

Module 2: Plan for Effective Communication

Module 3: Apply Best Practices for Creating Business Deliverables

Module 4: Deliver Your Message

Module 5: Receive Communications

Module 6: Analyze Communication Scenarios



Besides teaching English, Journalism, and Social Studies over the past 29 years, Jonathan has taught Digital Media Technology and Computer Applications for both secondary and post-secondary students. Though specializing in the Adobe Suite, he has taught Word, Excel, Powerpoint, and Web Design. Jonathan has been the recipient of the Sun-Sentinel Journalism Teacher of the Year as well as the Florida Scholastic Press Association District 7 Teacher of the Year. Jonathan is also an author and technical editor for several Adobe InDesign publications.



**Watch
Course
Trailer**

<https://www.youtube.com/watch?v=V93hHtLAJIY>



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