

# DYNAMICS OF CLEAR AND FAST THINKING™

*Learning to Think Clearly, Fast and Effectively!*

## Introduction

How often do we find ourselves 'put on the spot' and having to think clearly and quickly, and come up with some answers to a question or ideas on an issue or problem? It can be quite challenging to think clearly and express our thoughts or ideas with equal clarity and speed.

This can be especially demanding when it is for the boss, or an important client. It can be even more taxing if we are expected to present some ideas in a group of people, when all heads are turned and eyes fixated on us.

It is such situations of needing to think clearly that we need also to call on some quick thinking skills and techniques. This workshop is designed to help participants master such skills, and project an image of confidence and competence. This will greatly increase their credibility and professionalism, which in turn can enhance their life, career and working relationships.

## Learning Objectives

By the end of this workshop, participants will:

- Understand how, personality, gender and culture influence our thinking and communicating styles
- Understand how their brain works and reacts when 'put on the spot'
- Learn to select a range of different styles of thinking to match different situations
- Be able to master a range of skills and techniques in clear thinking
- Learn to express themselves more quickly, competently and confidently
- Know which methods to select, that best match their personality, so as to project an image of professionalism
- Understand the basics of interpersonal communication when confronted with difficult or complex thinking challenges
- Produce a Personal Development Action Plan for thinking clearly, fast and effectively

## Workshop Duration

This can be designed as a 1, 2 or more intensive 3 day workshop, subject to client's needs.

## Workshop Contents

- Influence of Personality, Gender and Culture on Thinking and Learning
- What happens in our brain when we think and communicate
- How our brain and body reacts when suddenly 'put on the spot'.
- Thinking styles and types defined
- Discovering our own preferred thinking styles
- Understanding the positive and negative consequences of each style
- A range of techniques and skills to master clear and quick thinking
- Identifying potential communication blocks and barriers
- Overcoming these blocks, barriers and filters
- Communication skills:
  - Speaking to be understood
  - Listening with empathy and interactive listening
  - Expressing self with confidence
- Projecting an image of professionalism
- Completing a Personal Development Action Plan

## Workshop Methodology

A key and unique feature of this workshop is that all participants will complete a personality traits survey form, resulting in a detailed personality profile. This will enable participant's to discover their own preferred cognitive and emotional styles, which in turn can strongly influence the dynamics of thinking and learning relating to this workshop

Workshop design incorporates a variety of methods to both stimulate active learning and appeal to the mix of participants preferred learning styles. Building on participant personality profiles, a number of interactive exercises, games and group discussion help them to understand the different thinking skills needed. Where appropriate, selected multimedia, video or power point visuals augment a comprehensive manual of notes. The workbook is professionally laid out, appealing to the learner and capturing key learning points and post workshop actions

**Brain Dynamics Global**

No:7, Jalan 16/3, 46350 Petaling Jaya

Tel: (603) 7957 1130 Fax: (603) 7957 4571 E-mail: [admin@bdglobal.org](mailto:admin@bdglobal.org)