

# Communication for Lawyers – general introduction

Marketing 2020



# Introduction to communication

- Communication as an important skill for lawyers

**A lawyer cannot be great lawyer with low communication skills**

# A Bit of Theory

- Think of examples of verbal communication (direct/indirect)
- Think of examples of non-verbal communication
- Task No 1 - write down these examples.

# A Bit of Theory

- Think of the situations below:
- Entering the room
- Shaking hands
- Introducing ourselves
- Listening to other person

# A Bit of Theory

- Task No 2
- Now try to write down, what you should be focusing on, what you should be aware of, when facing some of the situations described on the previous slide.

# To Think About...

- Try to think of a real situation in which you did not communicate the way you think you should.
- Task No 3
- Briefly describe the situation. What would you do differently now?

# A Few Tips to Consider ...

**Three fundamental questions:**

A) WHO am I talking to?

# A Few Tips to Consider ...

## Three fundamental questions:

A) WHO am I talking to?

B) WHAT do I want to achieve?



# A Few Tips to Consider ...

## Three fundamental questions:

- A) WHO am I talking to?
- B) WHAT do I want to achieve?
- C) Do I REALLY LISTEN? Pay attention!

# A Few Tips for Presentations ...

- Speak about topic you like – be enthusiastic
- Who are you talking to?
- Use a story
- Have friendly talk
- Use appropriate gestures
- Make your point easy to remember
- Have your listeners employ more senses

# A One More Question 😊

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**What particular steps will you take in order to improve your communication skills in the next two weeks?**

# Questions?

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- Thank you for attention

JUDr. Johan Schweigl, Ph.D.

210729@mail.muni.cz