

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 😊

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

Questions?

- Thank you for attention

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