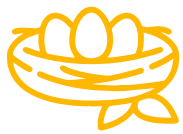




Business Communication Skills (BCS) Programme

Three Phases, **One Continuous Journey**

PHASE 1



NEST

NEST

Build Comfort. Establish the Switch. Find Your Voice.



40
Sessions



2
Months



Offline /
Online



Weekly
Industry Sessions



Cognitive
Exercises

Milestones You Will Achieve



Comfort in Basic Self-Expression

Enables confident self-introductions in interviews, meetings, and networking situations.



Foundational Workplace Communication

Explains roles, responsibilities, and routine tasks clearly, improving coordination with colleagues.



Numerical & Time Communication

Accurately communicates timelines, schedules, and quantities, reducing workplace misunderstandings.



Social Interaction Readiness

Builds professional relationships through comfortable everyday conversations and small talk.



Polite Professional Interaction

Builds credibility through courteous requests, responses, and workplace etiquette.



Accuracy Enhancement

Improved grammatical accuracy and appropriate vocabulary for clearer, more professional communication.

Best For : **Students, fresh graduates, and professionals looking to overcome English language challenges.**

PHASE 2



FLY

FLY

Expand Expression. Align with Context. Communicate with Purpose.



40
Sessions



2
Months



Offline /
Online



Weekly
Industry Sessions



Cognitive
Exercises

Milestones You Will Achieve



Workplace Idea Expression

More confident participation in meetings, clearer task discussions, fewer misunderstandings.



Team Collaboration & Interaction

Stronger teamwork, improved coordination, more professional collaborative behaviour.



Professional Profile Presentation

Improved interview readiness and professional self-representation.



Work Experience Articulation

Stronger articulation of experiences for interviews and recruitment processes.



Service & Client Interactions

Greater confidence in customer-facing or service-related communication.



Professional & Workplace Writing

Enhanced job-application readiness and improved written communication quality.

Best For : **Early- and mid-career professionals seeking to enhance workplace effectiveness**

PHASE 3



SOAR

SOAR

Communicate with Impact. Influence with Authority. Lead Conversations.



20
Sessions



2
Workshops



Customised
Workshop



Offline /
Online



Advanced
Cognitive Exercises

Milestones You Will Achieve



Impactful Executive Presence

Stronger professional credibility and increased attention to ideas and recommendations.



Client Relationship Development

Enhanced stakeholder alignment, improved client confidence, stronger relationship outcomes.



Productive Meeting Management

More productive meetings with clear decisions and execution outcomes.



Negotiation & Decision Influence

Improved deal outcomes, smoother decision-making, stronger negotiation performance.



Navigating Difficult Conversations

Reduced workplace conflicts and improved collaborative problem solving.



Leadership Conversations

Clearer team direction, constructive feedback, and stronger accountability.

Best For : Aspiring leaders looking to build influence, executive presence, and leadership impact.