



This Discussion Guide was developed to maximize the instructional benefit of the “Communicating with IMPACT – Powerful Presentations” experience.

For best results, gather with other leaders from your organization who attended this learning event to discuss the following items:

### Discussion Questions

1. How did the workshop relate to real work world issues you have experienced or may experience?
2. If a leader is successful in “Communicating with IMPACT”, what practical results can you expect?
3. What one or two significant “Action Ideas” will you take away from this professional development experience for implementation?

### IMPACT Process Review

- **“6-Step Communication Process”** - Of the six keys, which one(s) needs the most attention in your personal communication with others?
- **I-Intention** - What is the benefit of taking 60 seconds and creating an **intention**/purpose statement before you start communicating
- **M-Message** - Which of the opening techniques discussed/modeled will you try in your next presentation? What method is your preferred mode of communication? Which method(s) will you add when communicating with co-workers?
- **P-Person** - What is the value of **Personalizing** your message to the receiver? Which questions will you use before you communicate to learn more about your receiver/audience and personalize your message?
- **A-Activate** - What techniques discussed/modeled in this session could be employed to help you **activate/engage** yourself and others in your communication?
- **C-Clarify** - Do you agree with Patrick’s statement “the meaning of the message comes from the receiver? What tools will you use moving forward to **check for understanding** to insure the message you sent is the same message they received?
- **T-Transform** - What external and internal tools will you use to **Transform** your words into results to achieve the **Intention** you set?

### “Action Ideas & Next Steps”

1. How do you plan to apply/employ this new information going forward?
2. Who else might benefit from this professional instruction?
3. What will you commit to adding to your daily routine for at least 30 days?
4. What will you commit to deleting from your daily routine for at least 30 days?



\*© 2017 Patrick Donadio, MBA, CSP, MCC. Excerpted from his book **“Communicating with IMPACT”**. Since 1986, Patrick has been working with leaders and their organizations to **communicate with clarity, lead more effectively, present with power, increase sales/profits, build deeper connections, and boost your overall performance/results.** Have Patrick **speak at your next conference, seminar or retreat** or hire him as **your business communication coach** to improve the delivery of your message. Call 614-488-9164 or e-mail: [Patrick@PatrickDonadio.com](mailto:Patrick@PatrickDonadio.com)

