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# kenttrainers

## The Jumping Boy's Top Tips for March

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Courses coming up at Chilston Park, Lenham.

- [Finance, Budgets & Cash Flow](#) - 8<sup>th</sup> March
- [Tough Conversations](#) - 9<sup>th</sup> March
- [Digital Marketing \(2 days\)](#) - 20<sup>th</sup> & 21<sup>st</sup> March
- [Communicate Assertively & with Confidence](#) - 29<sup>th</sup> March
- [Team Leadership \(2 days\)](#) - 5<sup>th</sup> & 6<sup>th</sup> April
- [Time Management](#) - 25<sup>th</sup> April
- [Introduction to First Line Management](#) - 26<sup>th</sup> April

## Tips for persuading someone to your point of view

You want to persuade someone, your boss, a colleague, a customer to agree with your idea. How do you go about it? Here are some tips.

### 1. Plan your request

Preparation will allow you to think through:

- One, two or maybe three reasons why the person you are trying to persuade should agree to your request
- What objections you might get, and your response to them

This will make your request more effective and leave you more confident.

## **2. Choose your time and place**

Set aside time to make your request, so that they know it is important, and do it somewhere that you won't be overheard, so you can discuss your request openly.

## **3. Use the word “I”**

This shows that you are taking responsibility for your request, as well as your development.

## **4. Make eye contact**

Look the other person in the eye when you want to be assertive. Be still and do not fidget or shuffle around. Standing your ground means literally, “standing your ground”.

## **5. Be ready to discuss your request**

You may need to justify your request, so take a little challenge as a positive sign that you have made an impression. After all, a challenge is not a straight “no”.

## **6. Respect their right to say “no”**

There may be lots of reasons why the person you are trying to persuade can't say “yes” now. When you get a clear “no”, accept that there may be a good reason.

## **7. Make a counter offer**

Accepting a “no” does not mean there is no hope. Ask when the answer might be “yes”. What would you have to do? What circumstances would have to change? Aim for a commitment to grant your request, “*subject to ...*”

**Learn more** about how to [Communicate Assertively and with Confidence](#) on our course on 29<sup>th</sup> March.

**Learn how to** handle that [Tough Conversation](#) on 9<sup>th</sup> March.

Remember **REGISTERED CHARITIES** receive a 15% discount off the advertised price of the course.

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