

PRACTICE MAKES PROGRESS

BUILDING SKILLS



The investigative interviewing skillset enhances communication in personal and professional interactions, contributing to better relationships and understanding. Mastering conversational skills boosts confidence, improving self-assurance and assertiveness in various situations. They can also significantly impact career advancement, as refined interview skills can foster career growth.

Why practice?

- It builds confidence and ensures you feel prepared and at ease during the interaction, positively influencing your delivery and perception by others.
- Practice clarifies your thoughts and refines your message, enhancing your ability to effectively convey ideas and avoid misunderstandings.
- It helps maintain a professional demeanor and tone, ensuring you use appropriate language and conduct yourself professionally.
- Practice aids in preparing for various scenarios and questions, enabling you to respond effectively and manage unexpected situations.
- Practicing improves relationship-building skills by helping establish rapport, convey empathy, and build trust with others.

HIGHLIGHTS

- Practice isn't just for new interviewers, continuing practice benefits every professional
- There are practices that you can put into place to get the most out of your practice sessions



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Central Time



KEYS TO SUCCESSFUL PRACTICE

Set the Tone for a Strong First Impression

Making a positive initial impact is vital, setting the tone for the rest of the engagement. A solid first impression can convey confidence, professionalism, and competence. One key aspect is displaying confident body language. Your posture, eye contact, and gestures should convey confidence and interest in the engagement. These non-verbal cues can speak volumes about your personality and credibility



Effective Communication Skills

Clear and concise verbal communication is essential because it demonstrates professionalism and a clear understanding of the topics discussed. Maintaining good posture and appropriate facial expressions can impact how all parties involved in the engagement perceive your interest and confidence. Active listening plays a pivotal role. Paying close attention to the interaction and responding thoughtfully shows respect and engagement.

Handling Difficult Situations

It's crucial to remain calm when faced with difficult situations, gathering your thoughts before responding. This pause lets you formulate a composed response and gracefully demonstrates your ability to handle the situation. Structuring your response is equally essential; organizing your thoughts ensures that your response is clear, concise, and effectively addresses the issue.

Demonstrating Confidence and Maintaining Rapport

Confidence shows that you believe in yourself and your abilities, which can instill trust and credibility in others. Rapport builds a connection and helps create a positive and engaging atmosphere. Showing empathy and respect fosters positive relationships. This medium will allow you to balance self-assuredness and humility, making you more approachable and likable. It can also lead to better communication and increased collaboration.



READY TO PUT IT
INTO PRACTICE?

Webinars are an ideal way to sharpen your skills and discover new techniques you can easily incorporate into your practice routine