



Document: PREMIUM PERSONALIZED COMMUNICATION SKILLS COACHING PROGRAM		Edition: 1	Page: 1 4
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INITIAL ASSESSMENT & GOAL SETTING (SESSION 1)

What It Includes

- Detailed discussion about your current communication strengths and weaknesses.
- Identification of specific goals (e.g., public speaking confidence, professional communication).
- Personalized learning roadmap tailored to your needs.

Outcomes

- Clear understanding of your starting point.
- Customized plan aligned with your aspirations.
- Motivation and focus for subsequent modules.

MODULE 1: FOUNDATIONS OF EFFECTIVE COMMUNICATION

Duration

- 3-4 weeks (2 sessions + daily practice)

What you'll learn

- The basics of verbal and non-verbal communication.
- How body language and gestures influence perception.
- Techniques for active listening and empathetic engagement.
- Managing nervousness and developing a confident posture.
- Vocal clarity, tone variation, pitch and pace control.

Activities

- Video recordings of your speech for analysis.
- Guided exercises on maintaining eye contact and gestures.
- Reflection journals on communication experiences.
- Feedback and corrective suggestions.

Expected outcomes

- Greater awareness of communication habits.
- Improved clarity and confidence in everyday interactions.



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MODULE 2: SPOKEN ENGLISH & PRONUNCIATION ENHANCEMENT

Duration

- 3-4 weeks (2 sessions + daily practice)

What you’ll learn

- Accurate pronunciation of common trouble words.
- Reducing speech fillers (um,” “like,” “so”).
- Building vocabulary for confident discourse.
- Techniques for accent neutralization if desired.
- Fluency building through reading and storytelling.

Activities

- Reading aloud with recording and evaluation.
- Accent modification exercises.
- Vocabulary building exercises.
- Role- playing daily conversations and professional dialogues.

Expected outcomes

- Clearer, more confident spoken English.
- Reduced speech disfluencies.
- Better comprehension and expression.

MODULE 3: PUBLIC SPEAKING & PRESENTATION SKILLS

Duration

- weeks (2 - 3 sessions + practice)

What you’ll learn

- Structuring impactful presentations.
- Engaging storytelling and emotional appeal.
- Use of visuals and multimedia effectively.
- Managing anxiety through breathing and visualization.
- Building stage presence and impactful delivery.

Activities

- Preparing and delivering short presentations.
- Techniques for maintaining eye contact and movement.
- Handling questions confidently.

Expected outcomes

- Increased confidence in speaking publicly.
- Skills to hold and audience’s attention.
- Ability to deliver professional presentations with impact.



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MODULE 4: SPOKEN ENGLISH & PRONUNCIATION ENHANCEMENT

Duration

- 3-4 weeks (2 sessions + scenario practice)

What you'll learn

- Building rapport and trust quickly.
- Asking powerful questions.
- Active listening and empathy for better relationships.
- Handling objections and conflict resolution.

Activities

- Role- plays with real – world scenarios.
- Dialogues on difficult conversations.
- Feedback on tone, timing and persuasion tactics.

Expected outcomes

- Enhanced relationship- building in personal and professional contexts and persuasive communication skills.

MODULE 5: PERSONAL & LEADERSHIP COMMUNICATION

Duration

- 3-4 weeks (2 sessions + practice)

What you'll learn

- Developing your unique speaking style.
- Building confidence for interviews, networking events, and social gatherings.
- Leveraging your voice in personal branding and social media.

Activities

- Recording social media introduction.
- Personalized feedback on tone and expressiveness.

Expected outcomes

- Confident self-presentation.
- Enhanced personal and professional visibility.
- Stronger influence and impact.

FINAL PHASE: MASTERY & ONGOING DEVELOPMENT

Activities

- Regular practice sessions.
- Role play to track progress.
- Continuous feedback refinement.