<table>
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<th>Time</th>
<th>Day 1</th>
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| 8:30 am | **The Art of Leadership Presence — Part I**  
A. Introduction of the Four Universal Communication Principles  
B. The Power of Presence in Leadership  
C. Introduction of the Ten Active Communication Skills  
D. "What’s Working, What Needs Work?"—learning activity around the three types of listening | **The Leader as Communicator — Part III**  
A. Check in  
B. Exercises: Breathing etc. | **Introduction**  
Becoming the Leader as Coach |
| 9:00 am | **The Art of Leadership Presence — Part II:**  
*Motivating, Inspiring and Reaching Out to Others*  
A. Active Communicating — the use of voice, body, imagination and energy  
B. Theater as Heightened Communication  
C. Thinking on Your Feet — the skill of spontaneity  
D. The Four Chambered Heart — storytelling that moves people | **Complete Curtain Up! Curtain Down!**  
Complete presentations | **The Primary Skills of the Coach**  
Mastering the skills and tools of the coach — using the GROW model |
| 10:30 am | Break | Break | Break |
| 1:00 pm | **The Leader as Communicator — Part I**  
A. The Power of Dialogue  
B. Building Meaningful Relationships and Partnerships in the Workplace  
C. Curtain Up! Curtain Down! — learning activity around dialogue and courageous conversations | **River of Life Exercise** | **Inquiry: The Art of Curious Questions**  
A. Developing listening skills; asking the right questions  
B. Playback and empathy as coaching tools |
| 2:00 pm | **The Leader as Communicator — Part II**  
A. Curtain Up! Curtain Down! presentations  
B. The Art of Giving and Receiving Constructive Feedback  
C. Creating a Community of Excellence through Active Communicating | **The Art of Possibility**  
A. Preparation of Letters  
B. “Why I Got My A”  
C. Presentation of “Why I Got My A” | **Coaching Demo & Practice**  
A. Using the five tools and the GROW model.  
B. Individual practice and feedback |
| 3:30 pm | Break | Break | Break |
| 3:45 pm | **Putting it All Together**  
A. Integrating the learning from the day—Haiku Exercise  
B. Debrief and dialogue  
C. Closing remarks | **Debrief Class and Self-Reflection**  
A. Integrate the Learning from the 2 Days  
B. Creating Haiku’s | **Putting it All Together**  
A. Integrating the learning from the day  
B. Debrief and dialogue  
C. Closing remarks  
D. Evaluations and Graduation |
| 4:30 pm |  |  |  |
| 5:00 pm | Adjourn | Adjourn | Adjourn |