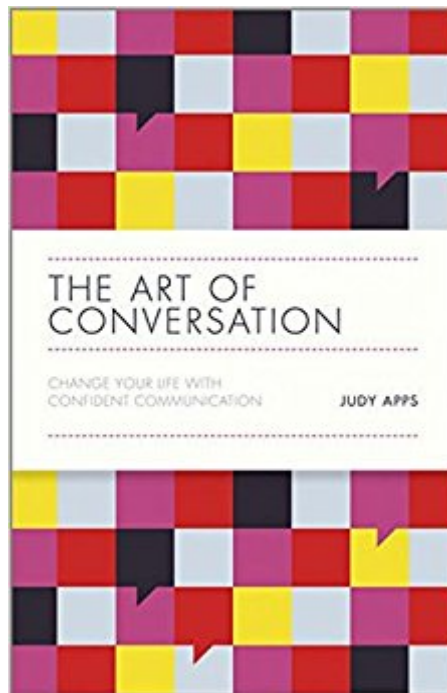




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# The Art Of Conversation: Change Your Life With Confident Communication



## Synopsis

Good conversation is at the heart of networking, meetings, interviews, negotiations and raising your profile. It can ease your way in work, enabling you to build alliances, create strong relationships with staff, bosses and clients, succeed at interviews, motivate and inspire. But conversation is something most of us were never taught! We learn to speak as babies, but how conversation actually works is something most of us pick up only haphazardly, and many have yet to learn. Why is it some of us are stuck for words, but others blabber or can't stop? What is it that some people have naturally which enables them to converse comfortably and easily, to engage people and build better relationships? The Art of Conversation will show you step by step how to converse skillfully and enjoyably with other people, at home, at work, on the phone and in the street- even if you're daunted now, discover the difference good conversation can make in every aspect of your life. Learn to: -Overcome the most common block to good conversation- fear; find out how to break the silence and keep the conversation going - Understand the different types of conversation and how they work- which topics and language are suitable for the occasion - Learn simple methods for being heard and understood, including speaking clearly and audibly, listening well and using non-verbal communication - Find out how to hold a conversation in tricky situations, including how to disagree, how to speak to those in authority and people you find difficult -Use conversation to form relationships, improve friendships, make the sale, chat people up, to learn, influence and persuade.

## Book Information

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## Customer Reviews

Why is it some of us are stuck for words, but others blabber on? Why do we sometimes find ourselves stumbling, where others seem to converse so comfortably? Good conversational skills can transform every aspect of your world. The simplest conversation can hold a hidden thread of the most intimate and fulfilling connection – if you know the secret. It's about understanding how conversations work. By mastering the art of conversation, you will know the best way to start one, what to say, how to express yourself and engage with others more effectively. You'll learn how to: Understand different levels of conversation and how they work Express yourself more powerfully with voice and body language Hold a conversation in tricky situations, such as speaking to those in authority, disagreements and confrontation Deal with conversational drains – those negative or self-critical people Overcome the most common block to good conversation – fear Listen dynamically and keep a conversation moving forward Build a closer connection with people who matter in your life By learning the art of conversation, you will have a magic ingredient for wellbeing, success and happiness in many areas of your life.

Apps leaves readers with the necessary confidence and perhaps a little swagger to become a venerable master of conversation. (Elite Business, June 2014) An educational, insightful and enjoyable book. Definitely worth a read. (Frost Magazine, June 2014)

I enjoyed from the humor and the content

Judy Apps serves up another winner. Dissecting conversation and introducing many award winning theories in the rhetorical arts. Whether you are asking for a raise or your neighbor's new car, this book will help bridge the gaps of our isolating technologies and might be able to unravel the tyranny of screens.

Teaching conversation sounds a little like teaching breathing. We all know how to do it. But, like breathing, sometimes it is worth concentrating on exactly how we do it and how we can improve our form. Judy Apps's book is mostly rather obvious - start with low-key topics, find common ground, listen hard, mirror body language - but there are things here to learn. For example, how to disagree (counteract the disagreement by matching your counterpart's tone, energy and body language). There are also some useful exercises: watch two people speaking and see how they play status games; listen carefully for how someone uses certain words ("I feel..." or "Yes, but...").

Ultimately, this is not a subject that is easy to write about in a non-clichéd way. Apps throw in some nice quotes and stories, and has some useful check lists. But, like learning how to breathe properly while meditating, even this only makes you think more consciously about how you communicate, it is probably worth a quick read. But it won't turn a taciturn bore into a sparkling conversationalist.

Bought this to give as a gift for an acquaintance so have not read it but the supplier did a good job!

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