This seminar is designed to understand the basic facts about German business culture and to improve business etiquette skills. We will also have a look at cultural standards (reliability, separation of private and public spheres, directness).

## Content

- Why Germans behave the way they do (cultural standards)
- Modern business etiquette in Germany: do's & don'ts
- Greetings, introductions and understanding when to use "Du" or "Sie"
- Professional behavior at social events, meetings and conferences
- What you should know about dresscodes
- Never eat alone: small-talk like a pro
- Building relationships with colleagues and business partners
- What you should know about business cards and digital manners

- Self confidence: body language and facial expressions
- What makes you likeable and interesting

Trainer: Gabriele Meyer

This workshop will be held in English and online.

**WHEN** 24.02.2021 09:00 - 17:00

## **BOOK HERE**