

Speed Reading in the Digital Workplace



Save Time, Reduce Information Overload & Comprehend More!

Speed Reading is a skill of mastery and in our device driven, information overloaded world, it has become an even more valuable skill than ever before. The ability to increase your reading and comprehension rates is one of the key ways to save time and improve your overall productivity.

If you are looking for practical ways to improve staff or personal performance and reduce the amount of time it takes to get through the tons of required daily reading, then the **Speed Reading in the Digital Workplace** program is perfect for you!

Common reading speeds:

- Slow readers 150 wpm
- Average readers 250 wpm
- Above Average 500 wpm
- Speed Readers 1000+ wpm!

This program is a practical, workshop style delivery, that is interactive and fun, with lots of reading drills and exercises that guarantee instant reading improvement. Participants will discover simple methods to increase speed, and comprehension techniques. The skills learned in this program are easily applied back in the workplace with noticeable performance improvements.

Designed for?

- This workshop is relevant to all employees, supervisors, team leaders, managers, CEO's and senior leaders.
- Anyone who is needing to manage the volume of information they get on a daily basis and find better methods to save time.
- An ideal group size is 6 – 10 participants.

Key Learning Outcomes

- ✓ Improve reading speeds anywhere up to 5 times current levels.
- ✓ Understand and apply simple comprehension tasks.
- ✓ Know the different speed-reading methods.
- ✓ Develop externalisation techniques.
- ✓ Prepare and organise reading material for reading improvement.
- ✓ Apply speed reading principles to device and screens.
- ✓ Improved comprehension and retention of information.
- ✓ Understand the key reading preparation techniques that increase your productivity.
- ✓ Gain the knowledge to apply focused reading skills.

Live Face to Face, Virtual or Hybrid



Power Sessions



Half-Day



1-Day



Coaching

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