

WORKSHOP: COMMUNICATING IDEAS CLEARLY

May 13, 2025 / 9:00 AM – 1:30 PM / HRM One

Dear SMASH Fellow,

Thank you for signing up for the upcoming workshop **"Communicating Ideas Clearly"** – a hands-on, fun, and engaging session designed to help you present your ideas with greater clarity, structure, and impact. Whether you're sharing research in academic circles or pitching concepts in industry, this workshop is made for you.

What to expect:

- practical tools for clear and structured communication;
- tips for adapting your message to different audiences;
- real-life practice in verbal and non-verbal delivery;
- interactive exercises and plenty of room for your questions;
- a safe, relaxed space to experiment and grow your skills.

Location: HRM One, [Finžgarjeva 4, Ljubljana](#).

(Paid parking available on [Murnikova ulica](#) or nearby [parking garage](#) upon availability).

Coffee break included: coffee, tea, snacks, and fresh fruit will be provided.

Pre-work assignment

Please prepare a short description (1–2 paragraphs) of an idea you've communicated in the past – or plan to communicate soon. Send it to anja.fijavz@hrm-one.si no later than **Sunday, May 11, 2025**.

This will be your starting point for the final pitch session.

We look forward to seeing you and working together in an inspiring, supportive atmosphere!

Warm regards,

The HRM One Team

WORKSHOP AGENDA

Time	Topic	Duration
09:00 – 9:30	Introduction – Why is clear communication essential?	30 min
09:30 – 10:10	Fundamentals of clear communication	40 min
10:10 – 10:50	How to adapt your message to different audiences	40 min
10:50 – 11:05	BREAK	15 min
11:05 – 11:45	Clear verbal and non-verbal communication	40 min
11:45 – 12:15	Handling questions and objections (Extended Session)	30 min
12:15 – 12:30	BREAK	15 min
12:30 – 13:30	Final pitch session & conclusion	60 min

The best way to predict the future is
to create it!

