

How do you want to be Perceived?

In the presentation, we discussed how your dialogue impacts how you are perceived and can affect your confidence levels. By becoming aware of language which feeds into the “Sorry Syndrome” – using apologetic words that imply inadequacy rather than exemplifying strength, you will now catch yourself and use words where you are always owning your authority.

Speaking with confidence starts with your internal self-talk and mastering your mindset where you have intention and clarity around your skillsets, experience and education which qualifies you to speak with authority, positively influencing how others respond to you.

Most people drive through life with the psychological emergency brake on. They hold on to negative images about themselves and maintain inaccurate beliefs about their potential. When putting themselves “out there” speaking, this negative self-talk tends to cancel out their intentions, which in turn shows up as weak language diluting their value and ultimately their message.

Here is a recap and cheat sheet from the training video, enjoy!

How do I want to be perceived? The answer to this question will dictate how others respond to you and support your advancement.

How do you own your authority with your clients as an intrapreneur?

- Management
- Team
- Direct Reports
- Peers
- Partners

Silence the inner crow

- Change your mindset and inner beliefs.
- Hold yourself accountable.
- Take disciplined action and implement systematically.
- Allow yourself to be uncomfortable on a daily basis.

Speech Qualifiers we use that scream we are not good enough to:

- manage a team
- manage people older
- manage a function
- ask for additional compensation

Mindset shift - owning your POWER is influence, not control. It's sharing your thoughts and ideas that spark action in others. It's being a multiplier, not a diminisher. It's also not knowing every detail when you share your opinions, confidently knowing you can figure that out later.

JUST

I'm just checking in to see... → Hi, how is the project going...?

I just want you to know... → Here's what you need to know...

I just called because... → I'm calling to see how...

BASICALLY

Well basically, I had this idea for our project which I thought could work well...

→ Here's a solid solution/plan which will work...

I THINK

I think that I can take a look... → I'm confident that...

I think so. → I'm convinced of...

I think I can work on that → I fully expect...

If you don't have certainty in your capabilities, why would anyone else?

How do your e-mails convey Authority and Confidence?

SUBJECT: Hi there

Hi James,

I'm just checking in as a follow-up to our conversation last week. Sorry, we haven't had the chance to connect. I think I'd make a great fit for the role you have open and would like to see what you thought. I'm no expert, but this could be a great opportunity.

How do you feel about speaking sometime soon?

Write this instead (see below) in your authentic way and create an outlook invite indicating you are action-oriented and taking initiative. Remove any loose open-ended questions at the end, and take imperfect action by locking it in their schedule. How you show up anywhere, is how you show up everywhere. The energy you put into seeking an opportunity will give the other party a very strong feel for the passion you would bring to a role in their organization.

SUBJECT: Next Steps

Hi James,

Following up from last week. This role is a great fit given my experience and an incredible opportunity. I've sent you an invite to speak on Thursday at noon. Feel free to suggest an alternate time. Let's make it work. I look forward to reconnecting.

Best,

Gutsy me 😊

ACTUALLY

Well actually, I have a question. Actually, I want to add something.

Ask the question or add something without seeking permission.

Tell your clients what needs to happen:

“Andrew, we can keep doing XYZ, but that hasn’t been working very well.

→ Here’s what has to happen...

→ Here’s how it’s going to work.”

BUT

I’m sorry I’m late, but I had a dentist appointment.

Say this instead: Morning. I had a dentist appointment earlier. Catch me up.

Keep it light and airy. The more focus you bring to your situation, the more attention others will give to it as well.

Question tags

These are quick questions at the end of a sentence where you are avoiding taking a position.

This project is running well, isn’t it?

After taking copious notes and e-mailing everyone on the team on next steps and direction, avoid ending with: Does this make sense?

If it makes sense to you, go ahead and hit send. Question tags are the verbal equivalent of sitting on the fence. They weaken our authority. They scream that we are not completely confident and need reassurance.

When you need to ask someone for support

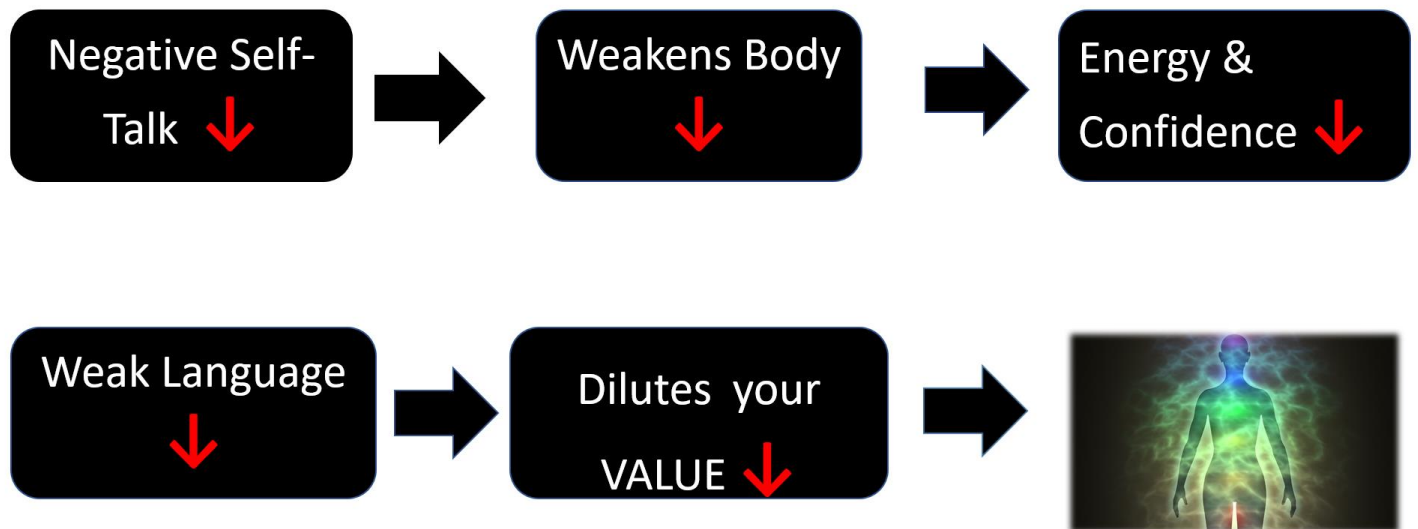
Instead of saying: Can you help me with?

Say this instead, owning their authority: I can really use your advice.

This treats them as an expert where they are giving value and being of service.

How do you know when your language weakens you?

Notice how others react when you speak. You can feel it. You know. A simple tweak in language changes the energy you bring to any conversation. People can feel your energy when you walk into the room. When you own your value, the words will always come. People will pick up your feeling, and your intention.



How PASSIONATE you are and how INCLUDED you make people feel, dictates how successful you are.

Show people that you get them. Put yourself in their shoes.

What are they struggling with? What improvements do you recommend to fix it?

What Plan B will you put in place?

What resources do you suggest be moved around?

It's not about you. It's about how you make people FEEL

Speak slowly.

Speak step-by-step.

No need to be wordy and long to sound smart and experienced.

Speak louder if you feel anxiety or become nervous.

Let them walk through your process. How you operate. How you lead.

If you're a confident professional who knows their value, that's not enough. Are you weaving it in casually? Are you always projecting that you are?

Say the words: here's how it's going to work...

Give yourself permission to make yourself a little vulnerable to get noticed. People really get that because they see themselves in you and know how gutsy it can be to call yourself out on mistakes made. Give yourself permission to say you don't know how something works.

Take a Help me, to help you approach and tell them what you don't know.