

COMMUNICATION MASTERCLASS

SAY IT BEFORE IT'S TOO LATE



A powerful communication masterclass on expressing what truly matters.

PARTICIPANT DETAILS

FULL NAME

EMAIL ADDRESS

DATE / COHORT

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

"You talk every day...

but are you saying what actually matters?"

Some words can heal. Some silences can hurt forever.



DATE

MAY 9TH



TIME

7 PM



MODE

ONLINE

IN THIS SESSION, YOU WILL LEARN TO:

1

**SPEAK WITH CLARITY
AND CONFIDENCE**

2

**EXPRESS EMOTIONS
WITHOUT HESITATION**

3

**HANDLE CONVERSATIONS
YOU'VE BEEN AVOIDING**

POWERED BY



PRO COMMUNICATOR

Confidence · Clarity · Connection



ELEVANA

REGISTER & LEARN MORE

www.elevana.guru

Limited seats. Live Online. No Recordings.

May 9 | 7:00 PM | Online via Zoom

BEFORE WE BEGIN

The Context, The Hook, The Ground Rules

WHY THIS SESSION EXISTS

Most people communicate better with strangers than with people they love.

They pitch investors with confidence.
They cannot say 'I'm proud of you' to their own parent.

That is a communication failure.
This session is built to fix it.

AVOID THIS

If this session becomes:

- Happy Mother's Day celebrations
- Poetry and emotional readings
- Nostalgic storytelling only

You ran a sentiment show.

Not a communication class.

Elevana = Transformation.

THE HOOK - Open with this question:

"When was the last time you had a real conversation with your mother?"

Let the silence sit. Do not rescue the room. That silence IS the lesson.

FOLLOW UP: *'Most of you communicate better with your boss than your mother. Today changes that.'*

SESSION FLOW - 6 MODULES / 60 TO 90 MINUTES

01 YOUR FIRST COACH Who taught you to communicate? 5 min	02 THE UNSPOKEN MESSAGE The message you never delivered. 10 min
03 BEYOND WORDS Non-verbal storytelling. 10 min	04 TOUGH LOVE Assertiveness with care. 10 min
05 MOTHER AS LEADER What if she was your manager? 10 min	06 UNFINISHED CONVERSATIONS Deliver what you owe. 15 min

CORE INSIGHT Most people don't lack vocabulary. They lack courage. Make courage feel possible — not comfortable.

GROUND RULES — What makes this session work:

This is not therapy. This is communication training. Stay in that lane.

No spectators. Every person speaks. Silence is not participation.

Confidentiality is absolute. What is shared here stays here.

Discomfort is the point. If it feels uncomfortable, you are doing it right.

Commit now. You will be asked to take one real action before you leave the room.

MY INTENTION FOR TODAY — Write it now. Hold yourself to it.

What do you want to walk away with? Be specific. One sentence.

REMEMBER: *Courage is not the absence of fear. It is speaking the true thing despite the fear.*

01 YOUR FIRST COMMUNICATION COACH

Before corporate communication. Before presentations.

Your first communication coach was your mother.

OPEN WITH THESE THREE QUESTIONS - Let each one land before moving forward:

1 Who taught you TONE?
The way you raise or lower your voice — that came from somewhere.

2 Who corrected your WORDS first?
Your first editor. Your first feedback. Often unsolicited. Always unforgettable.

3 Who listened WITHOUT judging?
Or who didn't — and shaped how safe you feel speaking today.

THEN HIT THEM WITH THIS:

"If your first teacher built you — why is your current communication still broken?"

Pause. Let it land. Do not explain it. The silence is the point.

ACTIVITY - 60 SECONDS

"What my mother unknowingly taught me about communication"

FOCUS: Tone / Clarity / Emotional Connection

RULE: No prepared notes. No polishing. Speak from memory only.

Facilitator: Listen for blame language, passive phrasing, avoidance. Call it out.

PARTICIPANT REFLECTION

What specific communication behaviour — good or bad — came directly from your mother?

SELF-AWARENESS

ORIGIN TRACING

EMOTIONAL RECALL



02 THE UNSPOKEN MESSAGE

People can pitch investors. They cannot say 'I'm proud of you' to their own parents.

They have the vocabulary. They lack the courage.

That gap between what you feel and what you say — that is a communication failure.

ACTIVITY - 10 MINUTES

STEP 1 (3 min): Write a message you have never said to your mother.

Something true. Something overdue.

STEP 2 (7 min): Deliver it as a speech — live to the room.

RULE: No reading from paper. No acting. Just honest delivery.

WRITE YOUR MESSAGE

Start raw, unfiltered. Write what you have needed to say. Then refine it for delivery.

RAW VERSION - No filter

REFINED VERSION - Same truth, sharper delivery

INTERNAL FILTERS - What stops you from saying this? (tick all that apply)

Fear of being judged

Belief that it's too late

Fear of their reaction

It makes me look weak

It will be awkward

VULNERABILITY

EMOTIONAL ARTICULATION

BREAKING INTERNAL FILTERS

KEY POINT: Most people over-prepare the words and under-prepare the courage.

The message only works when it comes from an honest place — not a rehearsed one.

Delivery tip: slow down on the most important sentence. Let it breathe.

The pause between your words carries as much weight as the words themselves.

MY PERSONAL NOTES — Insights, reactions, and what this brought up for you:



03 BEYOND WORDS — Non-Verbal Storytelling

Your mother didn't always say things. She showed them.

A look across the room. Silence after a mistake. Food left on the stove at midnight.

In corporate life, people over-talk and under-communicate. This activity fixes that.

ACTIVITY - 10 MINUTES

Tell a story about your mother — with one strict rule:

NO dialogue. No 'she said' or 'I told her'. Not a single spoken word.

Only describe: Actions / Expressions / Silence / Objects / Gestures

GOAL: The emotion must reach the listener without any dialogue at all.

WRITE YOUR STORY - Actions, expressions, and silence only. No dialogue permitted.

DEBRIEF - Answer these after your story is written:

What emotion did you want the reader to feel — without naming it?

Which part was hardest to describe without using words?

NON-VERBAL STORYTELLING

VISUAL NARRATION

SUBTEXT COMMUNICATION

FACILITATOR BENCHMARK The best stories create silence in the room — not applause, not tears.

Participants will default to dialogue. Stop them immediately. Redirect to senses, actions, objects.

The discomfort of describing without words IS the skill being built.



04 TOUGH LOVE — Assertiveness With Care

Your mother wasn't always soft. She corrected you — sometimes brutally.

That is a leadership skill most professionals actively avoid.

Directness with care simultaneously — rare. This activity builds it.

ROLEPLAY - 10 MINUTES

Choose ONE scenario and deliver your feedback aloud to the group:

SCENARIO A: An employee who is consistently underperforming

SCENARIO B: A close friend making a decision you believe will hurt them

RULE: Be direct. Be caring. No passive language. No softening the core message.

SCENARIO CHOSEN:

Scenario A — Underperforming employee

Scenario B — Friend making a damaging decision

BUILD YOUR FEEDBACK - The 3-Part Structure:

1. INTENT Why you are saying this — to help, not to attack or prove a point:

2. ISSUE What specifically happened or is happening — observable, factual:

3. CHANGE What you need to be different, and by when:

BALANCE CHECK Run through this before delivering:

Too polite and unclear --> It will be ignored

Too harsh and careless --> It will cause damage

Clear + honest + caring = It will land.

ASSERTIVENESS

CONSTRUCTIVE FEEDBACK

EMOTIONAL BALANCE

AFTER THIS SESSION: Rate your current assertiveness honestly: 1 = always avoid, 10 = always direct.

MY RATING TODAY:

IN 30 DAYS I WILL RATE MYSELF:

The gap between these two numbers is your growth assignment.

05 MOTHER AS LEADER — The Perspective Shift

Reframe the relationship. What if she was your manager?

Most people idealise or dismiss. This exercise forces objective leadership-level thinking.

REFLECTION QUESTIONS - No romanticising. No dismissing. Just honest analysis.

Would she micromanage, or trust you to deliver?

What does your answer reveal about how she built — or failed to build — your autonomy?

Would she let you fail and recover — or remove the challenge entirely?

How has that approach shaped your resilience today?

Under her leadership, would you perform better or worse than you do now?

Be specific. Back it with evidence from your own behaviour, not feelings.

ACTIVITY - 2-MINUTE SPEECH

"My Mother as a Leader — What She Got Right and What She Missed"

RULE: Equal time on strengths AND gaps. No pure praise. No pure criticism.

This is analysis, not tribute.

SPEECH OUTLINE - Plan your 2 minutes before you speak:

WHAT SHE GOT RIGHT	WHAT SHE MISSED	WHAT I CARRY TODAY

PERSPECTIVE THINKING

LEADERSHIP COMMUNICATION

REFLECTION-BASED SPEAKING

06

UNFINISHED CONVERSATIONS — Say It Before It's Too Late

Everyone has unfinished conversations.

Avoiding them does not make you strong. It makes you incomplete.

This is not about closure. It is about integrity — saying what you owe.

ACTIVITY - 15 MINUTES

Deliver an apology speech — to your mother, or someone equally significant.

RULES: No drama. No acting. No performance.

Only honesty. Remove ego. Speak to the person, not to the audience.

"If I don't say this now, I might regret it because..."

WRITE YOUR FULL MESSAGE - Complete, honest, final draft:

FINAL ACTION — Commit Before You Leave The Room

Pick ONE. Set a real deadline. Execute within 24 hours.

Call them — hear their voice, let them hear yours

Send a voice note — more human than text

Meet in person — the most powerful option

Write and send the message — commit it in words

MY DEADLINE:

MY COMMITMENT:

FINAL REFLECTION

If you still do not act after this session:

It is not a skill problem. It is avoidance.

No masterclass fixes avoidance. Only a decision does.

"Some words can heal. Some silences can hurt — forever."

AUTHENTICITY

CLARITY UNDER EMOTION

REMOVING EGO BARRIERS



FACILITATOR GUIDE

The 5-Step Framework — Do not wing this. Depth over variety. Max 3 modules per session.

5 MIN
THE HOOK

1 Ask: 'When was the last time you had a real conversation with your mother?'

- Let the silence sit. Don't rescue the room from discomfort.
- Follow up: 'Most of you communicate better with strangers than her. Today changes that.'

5 MIN
REALITY CHECK

2 Establish the core problem before any activity begins.

- Most people communicate better with strangers than family — backwards.
- They can pitch. They cannot say 'I love you' without it feeling forced.

30-40 MIN
CORE ACTIVITIES

3 Run 2-3 modules only. Depth beats variety every single time.

- Do not rush. Let the discomfort of the current module work fully.
- Recommended: Module 01 + one of 02/03/04 + Module 06.

15 MIN
LIVE FEEDBACK

4 This is where your value as facilitator is earned.

- Call out filler words immediately. Stop and redo.
- Push for specificity. Vague = weak. Name the exact feeling, action, moment.

5 MIN
CLOSING PUNCH

5 No summary slide. No wrap-up music. Just this:

- "Your next conversation with your mother reveals your real communication level."
- Assign the 24-hour action. Collect commitments. Hold people accountable.

CALL OUT IMMEDIATELY

- Filler words — um, actually, so, basically
- Passive language — kind of, sort of
- Hedging — I think maybe, perhaps
- Reading from paper during speeches
- Stating emotion instead of conveying it
- Vague feedback without specific examples

WHAT SUCCESS LOOKS LIKE

- Silence in the room after a speech
- Someone who cannot finish — too real
- Participants rewriting mid-activity
- Delivery that changes live in the room
- A public commitment made before leaving
- Someone who calls their mother that night

FACILITATOR'S SESSION NOTES — Pre-session prep, live observations, post-session debrief:

Use this space before, during, and after each session. Track what worked and what to change.

POWERED BY



Communicate Better. Connect Deeper. Create Impact.