

WAKEFIELD & WAKEFIELD

B u s i n e s s E t i q u e t t e

set yourself apart ♦ get an edge

FOUR ESSENTIAL BUSINESS BODY LANGUAGE AND ETIQUETTE TIPS:

PART IV - THE IMPORTANCE OF POSTURE

How can candidates, employees and managers show respect and leadership in the workplace? I have partnered with Vanessa Van Edwards, body language expert, to bring you the best body language and etiquette you can use in the workplace.

Both your nonverbal communication and your manners speak volumes about who you are. Great body language and impeccable etiquette can give you an edge in the business world.

Vanessa Van Edwards and I have broken down four of the essential areas of business to explain how you can use body language and etiquette to get ahead. Let's continue with understanding the importance of posture...

The Importance of Posture:

The Science, Vanessa Van Edwards

Good posture is not just for the benefit of others. Standing up straight, taking more space with shoulders back and head up actually produces more testosterone (the strength hormone) than slouching and contracting in.

There was an amazing study done by researchers at Harvard Business School and they had participants come into a lab and split them up into 2 groups. In one group they had them do successful body language—these are expansive poses, great posture poses for 5 minutes. In the other group they had them do unsuccessful body language or defeated body language poses, these are contracted, tightly held arms and legs and low hanging heads also for 5 minutes. They then had these groups go into mock interviews where they had to deliver a speech to evaluators and answer questions. These were videotaped and rated for overall performance, hireability, and presentation quality.

Can you believe that the group that stood in the power poses were rated higher for their speech AND were more likely to be hired? Just standing in successful body language for 5 minutes before an interview effected the outcome of the interview.

When at work stand in expansive poses, head up, shoulders back, feet firmly planted to get yourself in the right mindset.

The Etiquette, Libby Van Vleet

Stand up straight! Slumping and slouching communicate disrespect, laziness, and disinterest in the other person. Keeping your shoulders back and your head up not only conveys confidence and positivity, it is also better for your health. You will actually feel better while exuding a great attitude. Did I mention that good posture makes us all look taller and slimmer? Good posture will bring you confidence, health, and an improved appearance.

Communicating your sense of self through body language and manners is an incredibly powerful tool that can set you apart from co-workers and competitors. These easy actions can have impact on your influence and bottom line.

*For more body language tips, see Vanessa Van Edward's course *Secrets of Body Language*. We are currently offering a special discount for readers of: 40% off. (<https://www.udemy.com/the-secrets-of-body-language-webinar/?couponCode=40%25+off>)*