

# Course Information Sheet

## Build Your Confidence



**Course Summary:** This 4-week course equips you with practical tools and strategies to overcome self-doubt and boost your confidence in all areas of life.

**Course Description:** Do you feel that self-doubt or lack of confidence is holding you back in your personal life or work performance? This course will help you to build and strengthen your self-confidence in both your personal and professional lives. Through understanding what confidence means to each person, identifying limiting beliefs, practicing techniques for self-improvement, and developing a positive mindset, participants will gain valuable insights and actionable strategies that support you achieving your goals and maintaining long lasting mental wellbeing. By the end of this course, you will have a toolkit for using your confidence in all areas of your life. Whether you are looking to better your performance to gain work, at work or build better relationships, the skills learned will equip you to face life with self-assurance and resilience.

### What will I learn?

- Understand what confidence means on a personal level and how it impacts different areas of your life. Begin the process of focusing on the areas of improvement by identifying your strengths and weaknesses.
- Recognise the negative beliefs or thoughts that limit your potential and performance; challenge these thoughts and learning techniques to reframe them.
- Identify techniques that build a healthy, positive self-image and boost self-esteem. Learn how physical and mental self-care practices contribute to building a positive self-image.
- Learn skills to develop a mindset that promotes confidence, enabling you to view challenges as opportunities and learn from setbacks. Learn techniques on how the brain can change from your efforts.

### How will I be assessed?

- **Formative:** Participation in group discussions, self-reflection exercises, and peer feedback will allow for continuous learning and practice.
- **Summative:** A final project (e.g., a personal development plan or presentation on a learned technique) will demonstrate your understanding and application of the course concepts.

**Who is this course for?** This course is ideal for anyone who wants to boost their confidence, overcome self-doubt, and achieve their personal and professional goals. Whether you're a recent graduate, a career changer, or simply looking for personal growth, this course will equip you with the tools you need to thrive.

**Progression Opportunities:** After completing this course, you can explore more advanced topics like public speaking or leadership skills. Consider online courses offered by OnCourse Software Global

([terms.oucourseswglobal.net/software/html5.html](https://terms.oucourseswglobal.net/software/html5.html)) or other UK universities focusing on communication, personal development, or specific career paths.

**Career or Job Enhancement Pathways:** Building your confidence can enhance your performance and marketability in various career paths:

- **Public Relations:** Confident communication is key to building relationships and promoting a brand.
- **Sales:** Confidence is essential for closing deals and presenting yourself persuasively.
- **Management:** Strong leadership skills require the ability to inspire and motivate others.
- **Entrepreneurship:** Building your confidence in your ideas is crucial for success in business ventures.

### **How do I enrol?**

The quickest way to enrol is online at [www.oucoursesouthwest.co.uk](http://www.oucoursesouthwest.co.uk), simply create an account and select 'Enrol now'. Alternatively, if you have any questions, please call our friendly customer service team on 01752 660713.

### **How will the course be delivered?**

This is a practical course, and the sessions will include tutor-led demonstrations, learner-led group activities, instruction and repetition. These will form part of the delivery together with one-to-one support as required.

### **Will I need to practise outside the classroom?**

You will be encouraged to review your notes between lessons to ensure maximum benefit from your course. It is always useful to practise your skills between sessions. Your tutor may encourage home learning, or independent research.

### **How will I know I'm making progress?**

During the first session, your tutor will discuss your goals and current level in relation to the course. Based on this assessment, you will agree individual targets which you will record in your individual learning plan (ILP). You and your tutor will review your targets regularly to ensure that you are making progress; these will be written in your individual learning plan.

### **What will I need?**

Please bring a notepad, and pen to each session. You may wish to bring a file for any handouts. A laptop with internet access is required for completion of coursework and home learning outside of the classroom.

### **Please note:**

Most courses attract a subsidy from the Education and Skills Funding Agency (ESFA). It is a requirement of the ESFA that you complete various forms at different stages of your course, further information is available on request. Courses are subject to a minimum number of enrolments and could be cancelled if recruitment is low. In some cases, an alternative class at a different location may be offered.

Terms and conditions are available at

<https://www.onsouthwest.co.uk/learner-information/essential-information-for-every-learner>

Room numbers are subject to change - please check when you arrive at the venue.

