

Visual Note Taking and Sketchnoting for Meetings

Corporate Communications

Course Overview

Visual Note Taking and Sketchnoting for Meetings: a 5-day professional training course from LTC Consultants, delivered in-classroom across Africa and live...

What You Will Achieve

- Explain the core principles and current good practice in Visual Note Taking and Sketchnoting for Meetings
- Apply practical tools and techniques for Visual Note Taking and Sketchnoting for Meetings in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Visual Note Taking and Sketchnoting for Meetings in practice
- Build a personal action plan to implement what you have learned

Who Should Attend

Marketing, communications, PR and sales professionals, and managers responsible for brand, reputation or revenue growth.

Course Outline

1. Foundations of Visual Note Taking and Sketchnoting for Meetings: principles, terminology and context
2. The business case: why Visual Note Taking and Sketchnoting for Meetings matters to performance
3. Core tools, frameworks and methods
4. Applying the tools: guided case study and exercises
5. Common pitfalls and how experienced practitioners avoid them
6. Working with stakeholders: communication and influence
7. Measuring results and continuous improvement
8. Personal action planning and course review

Upcoming Dates and Fees

DATES	VENUE	FEE (PER DELEGATE)
12 to 16 Oct 2026	Harare	\$1,395
19 to 23 Oct 2026	Cairo	\$1,650
26 to 30 Oct 2026	Online	\$750
2 to 6 Nov 2026	Pretoria	\$1,450
16 to 20 Nov 2026	Windhoek	\$1,550
23 to 27 Nov 2026	Dar es Salaam	\$1,395

30 Nov to 4 Dec 2026	Gaborone	\$1,450
7 to 11 Dec 2026	Kigali	\$1,395

LTC Consultants

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.