

just **SAYING**

Just Saying – a podcast by Joe McCormack

Season 4 – Episodes 123 through 173

Episode 123 Call Back Episode – Tune into FM

101 Call back episode #52 recorded Aug 13, 2018

Learn to get others around you to dial in quickly with a few basics of focus management (FM), an important skill set in our daily lives.

Episode 124 Call Back Episode – Tune into AM 101

Learn the basics of awareness management, a vital skill to direct the most precious commodity we have: our attention.

Episode 125 Call Back Episode – Quiet time

In a world that's always on, we feel drained. Ironically, we need to unplug to recharge. Finding critical moments for quiet in our day will help us gain peace, perspective and rest from the noise.

Episode 126 NOISE Filter: Our 1st and last thought of the day

Preparing what we think at the start and end our day not only serves as powerful bookends to manage the noise but also sets the tone for us to be more intentional.

Episode 127 Voicing a frustration

There are serious risks if we don't manage these critical moments well – and some enticing rewards if we do.

Episode 128 Giving into message fatigue

The role of every leader is to tirelessly communicate key messages clearly, concisely and consistently over time. Learn how to keep it fresh.

Episode 129 A semi-silent retreat debrief

Lessons learned from my team after taking time away for a brief offsite.

Episode 130 Creating momentum before a meeting

If meetings are a source of noise, what can we do in advance to lower the volume and have better discussions and make faster decisions?

Episode 131 Storytelling as a valuable tool for teaching

Most instruction is long, tedious and boring. Teachers drone on, students tune out. Crafting a story can create a spark that fires them up.

Episode 132 That might be the wrong word

Being clear sometimes means needing to be precise. Other times, it's just like splitting hairs.

Episode 133 Managing noise in a time of crisis

When a crisis heats up, it's easy for information to get amplified into deafening noise. What are a few things to lower the volume?

Episode 134 Best of: Limiting your media consumption & the promise of prognosticators

As we all face such difficult times, it's important for us to manage noise even more intentionally. To help you do this, we will now release a "Best of" episode every weekend. These special pairings will draw from the highlights of our previous episodes.

Episode 135 Unified messaging that heals fracture and division

Focusing on what unites, not divides us isn't just a political issue, but one that many leaders need to address.

Episode 136 Best of: Minister of loneliness & it takes a hurricane to get people to talk

In a way, we are now being forced to be together. I have paired two past episodes that addresses the pressing need for personal connections.

Episode 137 Saying no, not now

When distractions, disruptions and competing priorities charge into our daily lives, how can we use this little word as a powerful defense?

Episode 138 Forcing the world to pause

The current crisis will teach us many lessons, one of which is the need to stop our frantic movement. What will we learn from this surreal moment in history?

Episode 139 The essential qualities of great communicators

What are the core characteristics that really effective communicators all share in common?

Episode 140 Best of: Why is listening so hard & Asking better questions

Listening is always valuable, especially when times get tough. I have paired two past episodes that help you improve this cherished skill.

Episode 141 That was too brief

There's a temptation to trim too much and leave your audience starving. How do you know if you've gone too far?

Episode 142 VTC's and me: seeing is believing

18 years ago, I was a tech marketer that developed (oddly enough) a sub-specialty in video conferencing (VTC) and its role in the SARS pandemic. Today, I marvel at what's possible for all of us.

Episode 143 Defining what “virtual” really means now

We are all using the term “virtual” these days but it can be terribly misleading. What are we really trying to say?

Episode 144 Four false assumptions to avoid

I’ve observed four fatal flaws in thinking that always make it hard for people to follow what you’re saying.

Episode 145 Admitting we were wrong

Everyone is human, but why are we so reluctant to admit mistakes? Authentic leaders can take the blame, when others run for cover.

Episode 146 Terrible writers need some help

Many people readily admit they are not strong writers. I dish out a few thoughts to help them take some small steps forward.

Episode 147 New rules in a remote world

The new normal will certainly set novel expectations for us all. And working in a remote environment will be one of them with its own rules.

Episode 148 Is PowerPoint really to blame?

It’s easy to make fun of PowerPoint. Since its release more than 30 years ago, has this communication tool become as powerless as people say?.

Episode 149 Best of: Facts and feelings & Loss of civil discourse

Perceptions are reality and we may struggle to speak with each other civilly. I have paired two past episodes that help you peacefully tackle some tough issues in a rough time.

Episode 150 The struggle to find time to read

Reading is fundamental yet it’s hard finding time for it. An online great books podcast inspires me to reflect on how to approach the daily battle.

Episode 151 Call Back Episode – Saying no

Call back episode #49 recorded July 2018

There’s power in this short, negative word. Let’s explore some tough steps to tune in by choosing how to tune out.

Episode 152 Resisting the most common communication impulse

There are plenty of mistakes that we make when communicating. In this week’s installment, we tackle the deepest hole people fall into.

- Episode 153 Best of: Curbing a culture of meetings & Meeting agenda design**
Meetings are an enormous source of noise in our lives. I have paired two past episodes that help you manage this time well and make it less maddening.
- Episode 154 Simply pointless**
Why are some things pointless? In this episode, I explore what causes some moments to appear to be absurd and how to avoid them.
- Episode 155 Being afraid to communicate**
There's a deepening concern in many circles of openly speaking your mind. How should we work to overcome a range of fears, from simple tension and disagreement to outright cancellation and painful reprisal?
- Episode 156 Creating a culture of brevity**
Changing a culture requires commitment on all levels. Setting an organizational standard to value the quality and quantity of communication may require even more effort than that.
- Episode 157 Too busy for people?**
What stops us from making time for people? There are plenty of excuses that make us unavailable, but what can we do to value those around us more?
- Episode 158 Simple vs. complicated**
If you had to choose between a simple explanation or a complicated one, you'd always choose simple. Yet people who need to provide the explanation struggle with making the choice to simplify and doing the hard work up front.
- Episode 159 Crafting a clear problem statement**
You may be so busy working on the solution that you've all forgotten what problem you are actually trying to solve. Stop for a minute and consider how important explaining this short statement is for you and everyone else
- Episode 160 A better way to prepare**
You race around all day, leaving little to no time to prepare for your next important moment to communicate. In this episode, you will learn the value of a set time for quiet that lowers the volume and increases the clarity.

Episode 161 A significant emotional event

Sometimes you need to get inside your head to stop what's getting inside your head. Inspired by fellow instructors, I share a few short lessons on the role of quiet time to tackle the "noise" that constantly competes for your attention.

Episode 162 WIFM (what's in it for me?)

WIFM is a call to action, not a radio station. For effective communicators, this acronym is the key to ensuring that others tune in and stop tuning out.

Episode 163 Overcoming your fear of public speaking

Most people do not look forward to getting up in front of crowds and talking. When the moment arises – and it inevitably will – how can you deal with the fear and emerge intact?

Episode 164 My Apple Watch surprise

As the author of "NOISE", I was convinced that adding a connected device to my wrist was a really bad idea. I was completely wrong.

Episode 165 Creating momentum after a meeting

Even after running an effective meeting, people can easily lose focus just a few hours or days later of what needs to happen next. What's the key to keep everyone headed in the right direction afterwards?

Episode 166 The critical role of tone

It's possible to deliver a clear message and get the tone all wrong. Maybe it should be empathetic, not urgent; upbeat and not matter of fact; or serious versus sarcastic. Take a few moments and carefully consider not only what your audience needs to hear but also how it should sound.

Episode 167 Take 5 Quiet Cards

When writing chapter 14 of the book "Noise," I was inspired to design a simple deck of cards to help manage scheduled times of silence so they wouldn't become noisy appointments. So... pick a card, any card – you're all set.

Episode 168 Losing trust forever

While suffering the loss of my beloved SUV, I realized that it's easy to lose trust quickly and permanently. In this episode, I share many of the real risks of poor communication and how trust ranks high on the list.

Episode 169 Be my guest: John Borta, meeting facilitation expert

Charley Thornton speaks with John Borta, Sr. Director of Leadership Effectiveness at Grainger. They discuss the big mistakes people make when it comes to meeting facilitation and how to avoid them.

Episode 170 The uneasiness of great meeting facilitation

Leading an effective meeting may look easy to outsiders, but insiders know that success requires a willingness to carry the burden of conflict, ambiguity, time constraints and personal differences. In this episode, I dive into the skills you need to get good at herding cats.

Episode 171 The Lineup

All great managers know how to field the best lineup against their opponent and not let to their game plan get too predictable. In the battle against constant noise, I suggest using a practical tool I have developed that ensures you compete every day to win.

Episode 172 FAQ: How to discourage multitasking in meetings

In our first new FAQ segment, Charley Thornton dissects some of the problems with multitasking in meetings, the underlying reasons almost everyone does it, and some simple ways to stop the madness.

Episode 173 The Daily Scan (Looking back and ahead)

As Socrates once said, "The unexamined life is not worth living." So too, our daily life as communicators needs a quick scan. In this episode, I discuss how to review and plan as a daily practice and also look back on a wild year, while looking forward to an exciting year ahead.

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