



PROGRAM MATERIALS

Program #35175

November 4, 2025

What Lawyers Need to Know About Improving Communications

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2025



Communication Skills That Distinguish Great Lawyers



Your **voice** is one of your most powerful tools for building trust and influencing others.

Do you know how to use it **intentionally**?

Your Voice



WHY this matters now.

The statistics are clear:

How you communicate – *out loud, in words, and in body* – matters more now than ever before.



You Carry Great Responsibility

As legal professionals, how you use your voice comes with great responsibility and accountability.



The AI Revolution Changes Everything

In the age of AI, computers are taking over where humans once were.

What sets you apart is your ability to connect with fellow humans.



The Stakes Have Never Been Higher

You are the voice for the voiceless

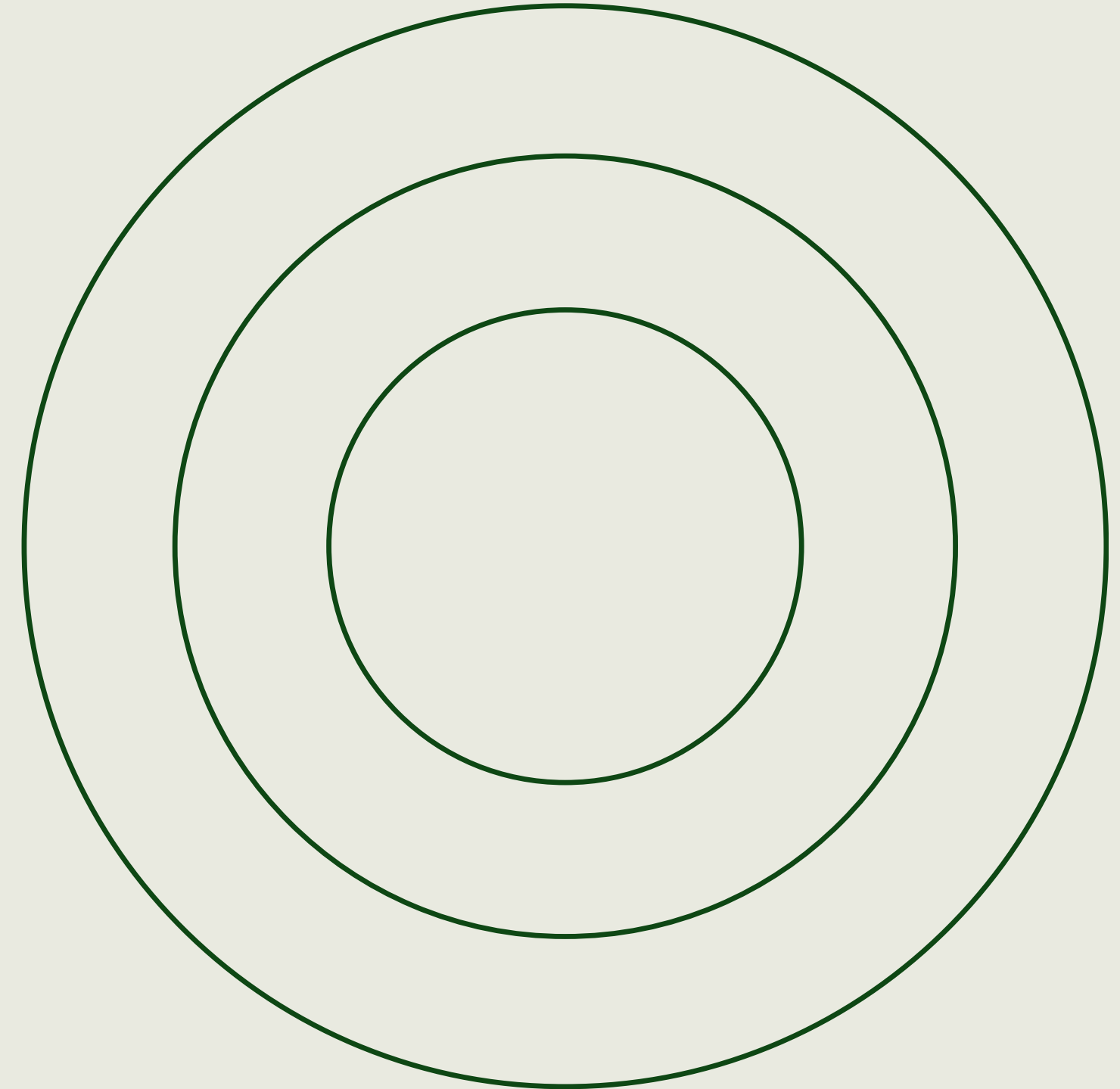


Know Thyself

The impact you have and the power you carry

The Three Circles of Energy

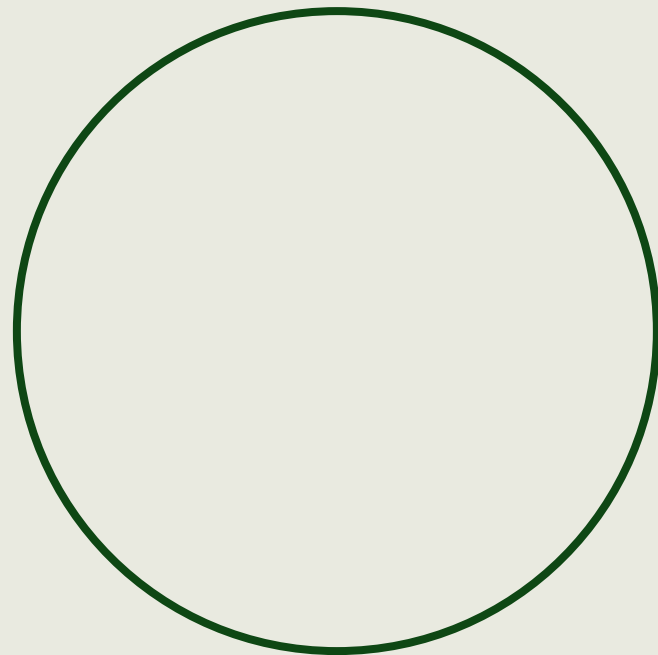
- Withdrawn (1st)
- Present (2nd)
- Forced (3rd)



Concept by Patsy Rodenburg, author of 'The Second Circle'

First Circle

**Energy moves inward,
away from others and the world.**



Characteristics:

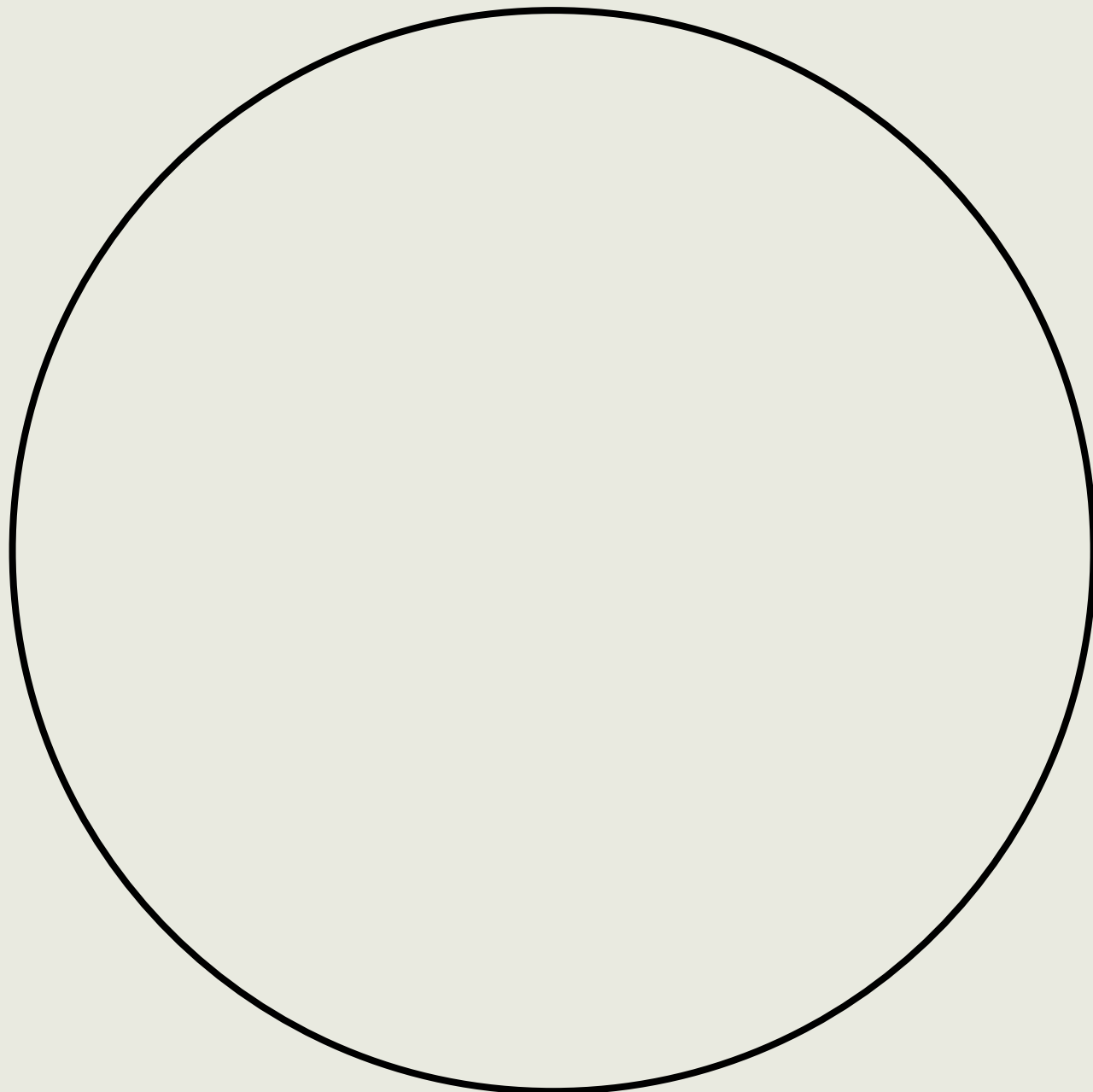
- Quiet voice, minimal eye contact
- Breath is often rapid and shallow
- You feel self-conscious
- You physically make yourself small

Context: Common in situations of fear, insecurity, or when feeling overwhelmed.

Useful when you don;t want to be noticed, and necessary for reflection and rest, staying in First Circle limits connection to others and your impact.

Third Circle

**Energy pushes outward,
overwhelming others and the space.**



Characteristics:

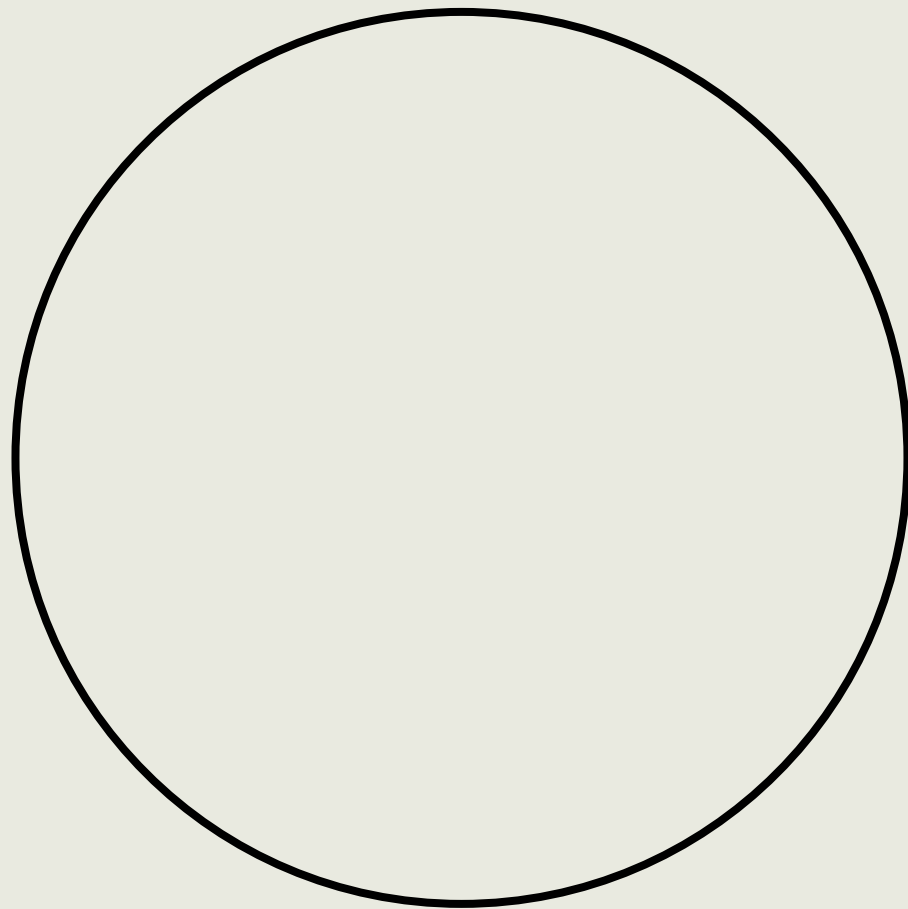
- Loud, forceful communication
- Little awareness of others' responses
- Performative rather than genuine
- Creates barriers instead of connection

Context: Common in situations requiring control or when feeling threatened.

While it can command attention, it prevents genuine connection and can exhaust both speaker and listener.

Second Circle

Energy flows outward to connect with others, while simultaneously receiving energy back.



Characteristics:

- Fully present and engaged
- Active listening and awareness
- Clear, connected voice
- Open body language
- Genuine two-way communication

Context: This is the optimal state for communication, performance, and authentic human connection.

It requires courage and openness but creates the most powerful presence.



Connect with Others

Building Trust and Deepening Relationships

Planning + Presence = RESULT

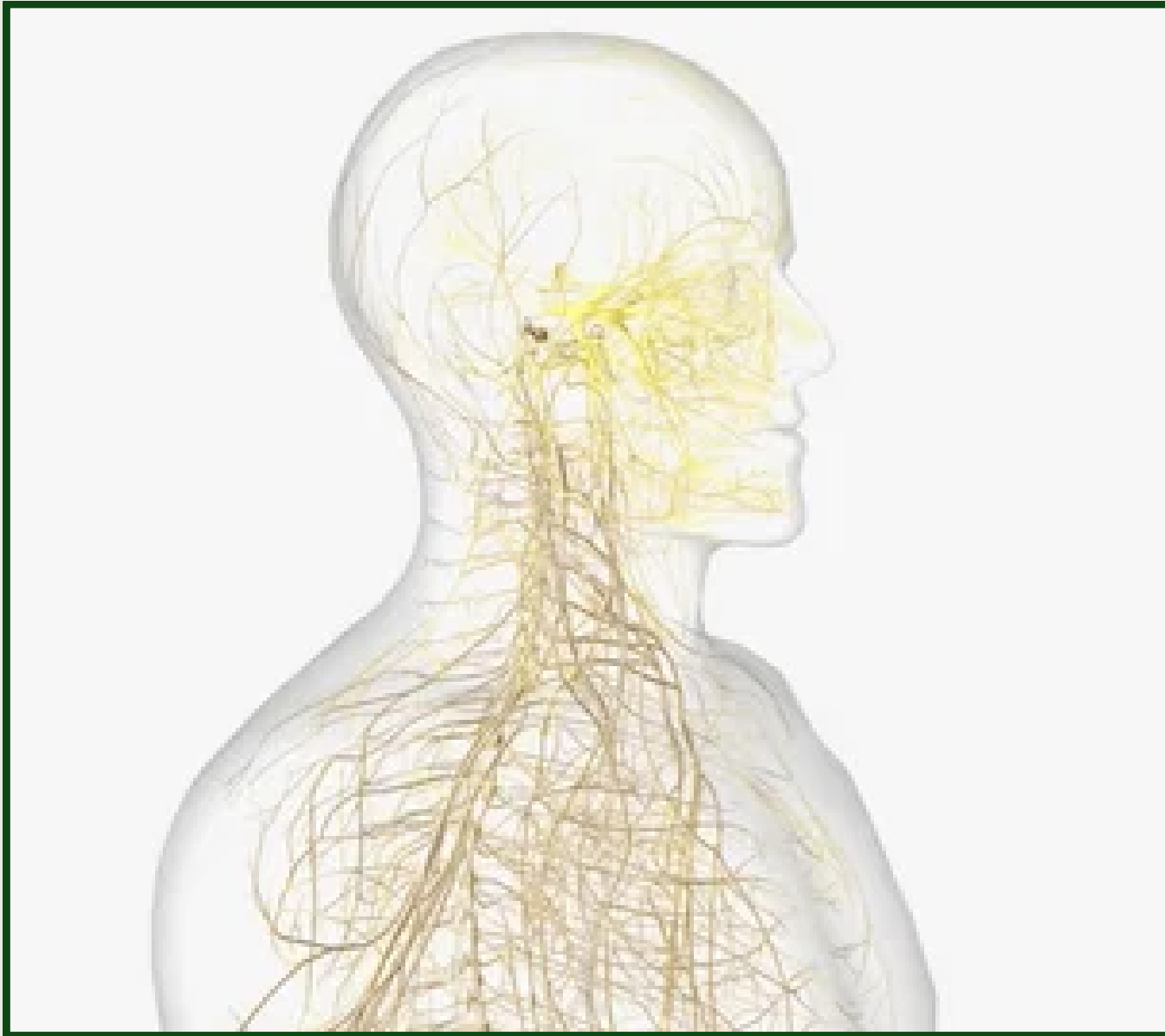


Too much of either and we do not connect meaningfully

High–Stakes

Calming Nerves and Dialing up the Authority

Calming the Nerves



- Your body is your instrument
- It can work **WITH** you or **AGAINST** you

TOP TIP:

Get out of your head & into your body

Authority & Warmth Dials



- Who are you talking to?
- What do you need to project?
- How do you turn it up, in the moment?

Plan Ahead:

Practice. Speak it out loud.

Action Plan

Choose Your Communication Goal

Something that makes you uncomfortable, challenging, or triggering right now, or something you've received feedback about.

Keep it simple and focused.



Pick ONE Tool

- **Three Circles of Energy:**
Know Thyself
- **Intention vs Attention:**
Building Trust
- **Authority & Warmth**
Dials: High-Stakes
Mastery



Commit to Practice

- Choose **one thing** to focus on each day.
- Keep a **record**, take a mental note of how it works for you.
- Let it become part of your **muscle memory**, unconscious craft

Remember . . .



- In a world of AI, your voice is what makes you irreplaceable.
- You are the voice for those who have none.
- Communication is no longer a soft skill, it's your competitive advantage

Start with ONE tool. Master it. Then build.



Q&A



Keep in — Touch



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