



Media Handling Training

19 – 23 April 2027
Accra (Ghana)



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Ref: 121737_1080301 **Date:** 19 – 23 April 2027 **Location:** Accra (Ghana) **Fees:** 5300 Euro

Introduction

The Media Handling Training course develops essential capabilities for effectively managing communication with media channels. It focuses on structured media handling, crisis communication, and professional press interaction. Participants learn how to control messaging during interviews, press conferences, and public statements. The program strengthens skills in public relations training and corporate communication strategies. It builds confidence in managing reputation risks and media pressure situations. Professionals will consistently and effectively engage in media in dynamic environments.

Targeted Groups

This Media Handling Training targets professionals seeking knowledge and skills:

- Media relations officers are responsible for press communication and external messaging.
- Public relations specialists manage organizational image and reputation.
- Corporate communication teams handle internal and external media inquiries.
- Government communication staff engaging with press and public audiences.
- Spokespersons representing institutions in interviews and official statements.
- Marketing and branding professionals supporting communication campaigns.
- Managers are involved in crisis communication and reputation management tasks.
- Administrative leaders oversee press management and media coordination processes.

Course Objectives

Participants will achieve the following objectives by completing the Media Handling Training course:

- Understand core principles of media relations and structured communication with journalists.
- Develop effective press management skills for interviews, press conferences, and media briefings.
- Build competence in crisis communication and handling sensitive information under pressure.
- Apply techniques for clear messaging and audience-focused communication strategies.
- Strengthen abilities in public relations training and corporate communication alignment.
- Gain skills in preparing press releases and managing media narratives.
- Enhance confidence in reputation management during challenging communication scenarios.
- Improve decision-making in real-time media-handling situations and in organizational messaging control.

Targeted Competencies

Participants will gain the following competencies during the Media Handling Training program:

- Manage media interactions with clarity and confidence.
- Plan structured communication for press and PR activities.
- Respond effectively to crises and protect reputation.
- Prepare and deliver clear press releases and statements.
- Handle interviews and difficult media questions.
- Align corporate communication across all channels.
- Apply media handling skills under pressure.
- Ensure message consistency across all platforms.

Studying Scenarios

In this Media Handling Training, participants develop skills through the following scenarios:

- Managing a sudden media inquiry during a corporate crisis event.
- Handling a live interview with challenging questions from journalists.
- Preparing a press conference statement for sensitive organizational news.
- Responding to misinformation spread through media channels.
- Coordinating communication between PR teams and executive leadership under pressure.
- Developing a messaging strategy during reputation risk situations in public relations training contexts.

Course Content

Unit 1: Foundations of Media Handling and Communication

- Understanding media handling principles and communication fundamentals.
- Exploring roles of media relations in modern organizations.
- Identifying communication channels used in press management systems.
- Learning the basics of corporate communication structure and flow.
- Understanding audience expectations in media engagement situations.
- Recognizing the importance of message clarity in public communication.
- Exploring media handling training frameworks in professional environments.
- Building awareness of reputation management and communication risks.

Unit 2: Media Relations and Press Management Techniques

- Developing structured media relations strategies for organizations.
- Learning press management processes for official communication.
- Preparing effective press release management for media distribution.
- Handling journalist inquiries with professionalism and accuracy.
- Building relationships with media stakeholders and press representatives.
- Coordinating communication flow during press events and briefings.
- Applying public relations training principles in media engagement.
- Managing communication consistency across multiple media platforms.

Unit 3: Crisis Communication and Reputation Management

- Understanding crisis communication principles and response models.
- Managing media handling during organizational emergencies.
- Developing rapid response communication strategies under pressure.
- Protecting organizational reputation through structured messaging.
- Handling negative publicity and media escalation scenarios.
- Applying reputation management techniques in real-time situations.
- Coordinating internal teams during crisis communication cycles.
- Ensuring message alignment during high-risk communication events.

Unit 4: Interview Skills and Media Interaction Control

- Preparing for media interviews with structured messaging plans.
- Handling live interview situations with confidence and control.
- Responding to difficult and unexpected media questions.
- Managing spokesperson communication and public representation roles.
- Practicing message delivery techniques for press interaction.
- Controlling communication tone and body language in interviews.
- Aligning interview responses with corporate communication strategy.
- Strengthening media handling training for spokesperson effectiveness.

Unit 5: Strategic Communication and Advanced Media Handling

- Designing strategic communication plans for media engagement.
- Integrating corporate communication with media handling strategies.
- Developing long-term media relations and press engagement models.
- Applying advanced public relations training techniques in organizations.
- Managing digital media communication and online reputation systems.
- Strengthening press management through structured communication workflows.
- Enhancing crisis preparedness through strategic communication planning.
- Optimizing media handling performance for organizational success.



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Final Insights & Key Takeaways

Media Handling Training strengthens the ability to manage communication effectively across press, public, and crisis environments. It builds structured skills in media relations, press management, and reputation control for professional excellence.