

Presenting Skills

What Can You Expect?

This hands on, practical presentation training course will show you the secrets to becoming confident when speaking in public, presenting to both internal and external customers and clients, allowing you to develop skills which you will be able to apply throughout your career and life.

Who should attend?

This course is aimed at all people who need to present to an audience, who need to enhance their communication techniques and presenting skills.

2 Day Course Content

Mindset and delivery

Understand your style; get the right mindset; inject enthusiasm; and passion.

Understand your audience

Make your message clear and impactful; identify potential opportunities and risks.

Define your message

Are you informing, persuading or appealing? Sell the benefits not the features of your idea, concept or product; know your outcome and stick to it.

Prepare a well-structured presentation

Identify your key points; define a manageable structure; and use mind maps for remembering and planning your key points.

Bring your presentation to life

Inject energy; use visual aids; and audience participation.

Take Control

Embrace tricky questions; deal with difficult audience members; and remain focused.

Add impact

Through clarity of outcomes and powerful messaging.

Use visual aids

To support your presentation, and not be your presentation.

This course is interactive and includes role-plays, group discussions, and practical activities which include the opportunity to deliver a presentation which will be recorded. The facilitator and other attendees will provide practical feedback for each delegate to take away.