

Presentation Skills Workshop

(1-day seminar for no more than 20 participants)

WHO SHOULD ATTEND

Anyone who wants to develop or improve their presentation planning and delivery skills. Anyone who wants to command attention every time they speak. Anyone who wants to feel more relaxed and have more tangible results any time they speak.

WORKSHOP OVERVIEW

Any time you speak, whether it is to a group, a supervisor, prospective client, or a colleague, your speaking skills could be helping or stopping you from getting ahead. Leaders seem to have one thing in common. People listen and do what they say. How important would it be to tap into those skills? In just one day, we will improve your body language and voice, help people understand your messages better, have you become more MEMORABLE as a communicator, and create more ACTION from everyone you speak. At the end of the day you will not walk out with just a new understanding of these skills. You will walk out with a brand new set of skills. Guaranteed.

BENEFITS FOR THE INDIVIDUAL

- Reduce tension, fear, and the feeling of “winging it” when speaking
- Convey style AND substance
- Project leadership
- Plan presentations in half the time and look twice as good.
- Have audiences of 1 or 1000 hang on your every word
- Learn to basic musts to help PowerPoint make you look better
- Handle questions or objections with ease

BENEFITS FOR THE ORGANIZATION

- Skilled presenters will communicate more clearly and move others towards action
- Have team members who don't use PowerPoint and speaking as a sleep aid!
- Results oriented speakers. Use these new skills to motivate others or increase sales.
- Have speakers that know how to get others to retain information, act on it, and pass it on to others!

OTHER FEATURES

Participants are asked to come prepared to give a 4 to 6 minute presentation or speech. This can be one that has been delivered before or one that will be given in the near future.

After this workshop, you will be able to:

- Structure your presentation to achieve your objectives and keep your audience engaged
- Have more control over the people you speak to
- Use PowerPoint in a way that enhances what you say, not hurts it.
- Be engaging
- Identify obstacles to successful presentation and know solutions to overcome these
- Develop stories and other memory devices that keep audiences on the edge of their seats
- Respond to any type of question
- Eliminate “um,” “err,” and “uh” from your vocabulary

*****BONUS:*****

Continue learning for 1 full year with our multimedia blended learning system. (Included)
You customize this and will be entitled to videos, audios, and articles. You can also customize the frequency. You can receive these learning tools monthly, weekly, or daily.