

A one day intensive workshop for Team Leaders and Managers that gives you....

Powerful Presentations

Learn how to prepare and deliver Powerful Presentations that will enthral and engage your audience.

Workshop Aim

To create and inspire confident presenters able to present themselves and their messages clearly and succinctly in various forums.

Objectives

By the end of the workshop, delegates will be able to:

- Appreciate the need to prepare suitable materials for their audience
- Structure the material to create engaging and informative content to meet the audience needs
- Prepare and deliver presentations with confidence
- Handle audience participation, questions and difficult situations that may arise

Workshop Content

Prepare for your audience

- What makes presentations memorable
- Understand who your audience are and what they need
- Be clear about your objectives

Preparing your presentation

- Prepare your materials
- Use a simple, yet effective structure
- Use the 'power of three' to ensure impact

Preparing yourself and delivery skills

- Handling nerves, rehearsal, generating rapport, visual aids, energy, mannerisms, body language and common problems and difficult situations.
- Practice sessions

Benefits

- Engage people in your presentation, ideas and concepts
- Create the perception of confidence and knowledge in your delivery
- Use a range of presentation aids to get your message across quicker
- This is a practical programme with numerous opportunities for delegates to be on their feet presenting and receiving feedback from their peers and the course tutor.

Learning Reinforcement

Prior to the course: Each participant must discuss/define personal learning objectives with their line manager – and be ready to share them.

After the course: Each participant will leave with a personal action plan to take back into the work place to implement and review with their line manager.

Call us now

on 07702 110676

to discuss how this workshop could work for you

or

email: contact@martin-smith.biz

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