



PRESENTATION

Objective

For most people, getting up and presenting in front of an audience can be a terrifying experience. In some cases, some even find it scary speaking in front of their: colleagues and friends. In this course, you will benefit from our confidence-building High Impact Presentation Skills Training.

By the end of the training, participants will be able to:

- Use performance techniques to give outstanding presentations that don't put the audience to sleep
- Deliver presentations that engage, energize and dazzle the audience
- Communicate your message with razor sharp precision
- Create maximum impact through voice, body language and influential verbal skills
- Manage your nerves and activate the right mental attitude in an instant
- Demonstrate confidence

Summary of content

- **Know thyself**
 - Knowing your presentation strengths and weaknesses
 - How to unblock character traits that interfere with successful delivery.
- **Communication**
 - Getting clear on the purpose of your presentation, fine-tuning the message
 - Understanding different language styles
 - Eliminating 'Death by Power Point, through understanding why, when and how to use power point effectively
 - Maintaining audience attention through strategic use of body language, voice modulation and eye contact
- **Your Physical Self**
 - Voice – warming-up techniques, learning how to project your voice properly without causing damage
 - Breathing – how to control your breath to calm nerves and prevent breathlessness during the presentation
 - Posture – understanding how the right posture makes a difference to confidence levels and charisma
- **Self management**
 - Managing nerves and calming a quivering voice
 - Conveying an aura of confidence even though your legs are shaking
 - Radiating presence and charisma every time to stand up to present
 - Connecting with the audience without feeling besieged

Structure

We will ask the participants to bring an actual presentation that they are working on or have given recently. They will immediately apply the new learning to their own presentation. A 'before and after' recording of each presentation will provide proof of progress.

Recommended participants

Suitable for employees at all levels in the organisation that want to improve their presentation skills.