

Presenting in Public with Confidence

INTRODUCTION

Only for experienced presenters, this highly interactive workshop delivers constructive feedback, concentrating on how you can upgrade your skills for concise message delivery and learn how professional presenters control themselves and their audiences.

COURSE OBJECTIVES

By the end of the course, delegates will have:

- **Built** a logical and attention holding structure.
- **Met** their key objectives with flexible delivery.
- **Constructed** compelling openings and closures.
- **Created** content that remains memorable.
- **Used** dynamic visuals at the right time.
- **Remained** relaxed even when things don't go to plan.
- **Used** silence and pauses for maximum impact.
- **Perfected** their personal style.

COURSE DURATION: 1 Day Course

COURSE CONTENTS

The Audience

Understanding the audience, its needs and expectations
Handling questions and objections non-defensively
Maintaining your credibility
Holding the audience's attention

Voice and Image

Breathing and voice projection
Boost your vocal energy
Make any nerves work for you
Body language that inspires

Language that Works

Repetition, pausing, and summaries
Using words which are natural and unforced
Avoiding business speak
Positive and dynamic language

Delivery

Ice-breakers and mood makers
Using word pictures
Isolating the key messages

Personal Development

Monitoring your strengths and weaknesses
Building your confidence to deliver consistently

Pre-course Activity

You are required to bring a 5/10 minute work related presentation with you to maximise the time available. A recording of your delivery will be provided for ongoing development.

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