



...The good presenter grabs the audience minds at the beginning of the presentation, navigates them through through all the various parts, themes, and ideas, never letting go, and then deposits them at the call to action...

‘PRESENTING WITH IMPACT’

Duration: 2 Days

The workshop will be tailored to the level of delegate skill and experience.

This workshop is most effective when the two training days are held one week apart. This gives participants a chance to prepare their complete presentation ready for delivery on day two.

Outcomes

By the end of this course participants will be able to prepare, structure and confidently deliver a powerful presentation that is tailored to their audience. They will leave the course with a detailed assessment of their presentation and a development plan to address areas of improvement.

Content

Day one

Preparation

- Getting to know the audience
- Preparing your material – how to prioritise effectively
- Tailoring the presentation to the group

Structuring the presentation

- Logical sequence of a presentation: using a structured framework
- Creating impact at the beginning and end
- Putting together visuals that support your points

Delivering the presentation

- Personal image – what does your appearance say about you
- Using your body language powerfully in presentation
- How to open the presentation confidently – practical exercise
- Visuals – how to make them work **for** you
- Making your key points memorable and persuasive – practical exercise
- Handling questions from the group
- Dealing with difficult and unusual situations
- Closing the presentation on a positive note – practical exercise
- Handling nerves and stress

Day two

- Video presentations, review and assess

Headline