

17th Date of the
Month (Year 2019)

Presenting with Impact

Duration: 1 Day or 2 Days

Audience: Anyone who wishes to dramatically enhance their presentation skills.

Professional Presentation Training Package

- A clear, structured & logical design to communicate clearly
- Deliver focused, compelling & engaging presentations
- Teach others how to present with impact and passion
- Learn how to create compelling visuals
- Deliver presentations passionately & confidently

Deliver a high powered presentation skills training program.



Slides



Exercise sheets

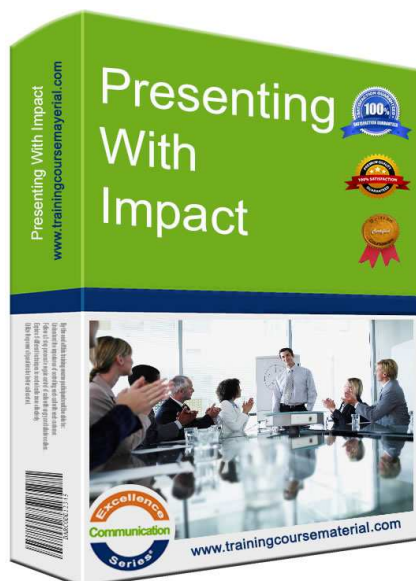


Workbook



Job aids and
useful forms

- Well-structured format & Deliver a powerful training
- Enliven with numerous activities to tackle fundamental key points
- Logically structured standalone modules
- High impact visuals
- Pick out key learning points & Energize team meetings or huddles to stress on & develop specific presentation skills.



Overview

Standing up and reciting information while others passively listen and perhaps take notes is the common traditional presentation style that does not really work to teach, inspire, or motivate an audience. Times have changed. If the only purpose of your presentation is to transfer information, you are better off distributing it in a handout or by email and cancelling the event.

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An effective presentation aims to change the audience and get them to think or act differently by truly engaging them with a clear focused message, logical arguments and compelling visuals combined with a passionate delivery that evokes emotions. This one or two days program will provide a guiding framework to teach others how to design, build and deliver compelling high impact presentations by following simple innovative design concepts from the initial design stage and creating the structure of the presentation to researching and building impeccable slides and visuals as well as ensuring a confident, passionate and professional live delivery.

Course objectives:

By the end of this training course participants will be able to:

- Understand the Three principles of presentation.
 - Structure a presentation & visuals with focus, clarity and impact.
 - Effectively visualize, build, structure and deliver a presentation with focus, engagement and passion.
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Outline of topics

Module 1 : Presentation Primer

- ✓ Character, logic & emotion
- ✓ the 3 Principles of presentation
- ✓ evaluate your presentation – Self assessment

Module 2 : Preparing your structure

- ✓ What's the point?
- ✓ Knowing your audience.
- ✓ Researching your topic.
- ✓ Creating your structure
- ✓ Visualize your ideas .

Module 3 : Preparing your slides

- ✓ The function of slides.
- ✓ More images and fewer words.
- ✓ Fonts, background and contrast.
- ✓ Bullets, quotes and using animation.

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Module 4: Preparing yourself

- ✓ Are you an expert?
- ✓ Dealing with nerves
- ✓ Looking the part.
- ✓ Attitude, skills and knowledge.

Module 5: Delivering your presentation

- ✓ Passion, proximity & participation.
- ✓ Beginning with a PUNCH.
- ✓ Building rapport and addressing questions.
- ✓ The Charisma recipe.
- ✓ Having a powerful ending.

Competitive review game - *An Exciting review challenge (Power Point Game)*

The Training package includes:

- Best practice theory exploration
- Facilitator-led group discussions
- Practice exercises
- **Participant Reference Workbook**
- **PowerPoint Slide Presentation**