

Content

Plan

- know your subject
- know your audience
- think about your image

Prepare

- a positive mind set
- opening with impact
 - the main message with lots of examples
- props and visual aids
 - a memorable close
- anticipating questions

Practise

- voice; emphasis, projection, pauses
- use of body language
- demonstrating emotion
 - developing creativity
 - thinking on your feet

Present

- delivering with confidence
- use of props and examples
 - handling questions

Feedback

- giving and receiving feedback to make instant improvements.

Public Speaking

Business Skills

You are experienced at presenting either in-company, or to customers or maybe both. Now you would like to become a key-note speaker to larger audiences, perhaps at industry conferences or other high profile events.

This programme will help you to adapt your presentation style to meet the requirements of presenting in larger venues. You will have the opportunity to analyse your strengths as a presenter, and learn how to use your voice and body to maximum effect.

You will be shown how to engage with the audience's emotions, and to use props and visual aids to create impact. You will be challenged to become more theatrical and passionate, and as a result, be an even more powerful and inspiring speaker.

Benefits

By the end of the programme you will be able to:

- deliver a powerful presentation to both large and high profile audiences
- use your voice, body and props to create impact and leave a lasting impression
- engage your audience's emotions to build deeper rapport and influence
- handle nerves and establish a powerful persona
- control the audience and answer questions with panache.

Approach

The programme is very hands-on with a practical approach and participants will plan, create and practise at least four presentations during the two days. The best way to learn is by seeing yourself perform. Presentations will be recorded and participants will receive relevant feedback from other participants as well as coaching from the facilitator. Maximum number of participants is six.

Who should attend?

People who need to raise their level of performance when giving presentations, and anyone who will be addressing large audiences and needs to communicate with power and impact.

Programme information

Duration: Two days

Price: £725 (excluding VAT)

Dates and locations:

9th - 10th July 2008 • London

3rd - 4th December 2008 • Surrey

18th - 19th March 2009 • Midlands

For further details please call

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