Presentation skills

Michael Klepper famously wrote "I'd rather die than give a speech." This module is for people who would rather develop skills to deliver powerful and memorable presentations that engage an audience. It provides techniques to overcome nerves, perform with punch, make the best use of slides and other props and handle setbacks & challenges. Participants will have the opportunity to present and receive feedback.

One day or 2 x 3 hour sessions • Face-to-face or virtual   • Typically 4-8 participants   • Supported by course notes   • Interactive

Key course elements

Planning
- Setting and refining the presentation objective
- Designing content for the audience
- Being aware of the average attention span

Polishing your presentation
- Effective notes
- The use of visual aids and avoiding "Death by PowerPoint!"
- Building confidence

Performing with punch
- Pitch, tone, delivery, passion, enthusiasm
- Interacting and engaging with the audience

Dealing with setbacks and problems
- Strategies for responding to difficult questions and situations
- Buying time and retaining control

Practice and feedback
- An opportunity to deliver a short presentation and receive feedback

Participants will learn to…

- Define the key elements of a perfect presentation
- Create and deliver presentations which engage an audience
- Make the best use of presentation slides and other props
- Deliver powerful presentations that encourage audience engagement
- Handle difficult /challenging situations with confidence
- Present with heightened confidence

"The energy of the trainer was wonderful, for a course that needs people to feel motivated we couldn't have asked for more!"

BiteSize Learning

info@bitesizelearning.co.uk