

Workshop Title	<b>Powerful Presentation Skills</b>
Workshop Duration	2 Days
Workshop Description	<p>The course includes learning how to make presentations more interesting and entertaining, how to deliver a persuasive message and how to use language to help expand your influence over your audience.</p> <p>Feedback is ongoing throughout the course through group discussion, video playback and tutor analysis. By the end of the workshop you will have developed a greater flair in presenting and learnt how to use your own personal style to maximum effect. Our powerful workshops provide a unique learning experience in a supportive yet challenging environment. This allows you to quickly build on your existing skills as you experiment and learn through practical experience.</p>
Who Should Attend?	<ul style="list-style-type: none"> <li>Experienced presenters, and anyone who is required to deliver high level presentations.</li> </ul>
Workshop Objectives	<ul style="list-style-type: none"> <li>To increase influence over your audience</li> <li>To enhance and raise public speaking and presentation skills to a higher level</li> <li>To build passion, enthusiasm and conviction presenting to all types of audience</li> <li>To develop powerful and persuasive presentation</li> <li>To learn to handling different audience types</li> </ul>
Workshop Outline	<p><b>Introduction</b></p> <ul style="list-style-type: none"> <li>Exercises to develop group rapport</li> <li>Self analysis of current presentation style</li> <li>Controlling nervous energy</li> </ul> <p><b>Presentation Practice (prepared presentation)</b></p> <ul style="list-style-type: none"> <li>First delivery of presentation one (approx 5 mins)</li> <li>Feedback on effectiveness of delivery style</li> </ul>

**Getting Greater Impact Through the Voice**

- Developing a more confident and convincing voice
- Developing a greater range of expression in the voice
- Influencing your audience with the power of your voice

**Engaging with the Audience Visually**

- Analysis of your visual impact on the audience
- Using body language to build audience rapport
- Developing your unique presentation style

**Presentation Structure, Style and Language**

- Preparing a presentation within a strict time constraint
- Establishing the key message
- Applying structure and style effectively
- Using language to clarify and influence

**Presentation Practice (unseen presentation)**

- Delivery of presentation
- Analysis via trainer feedback and group discussion

**Spontaneity and Audience Awareness**

- Thinking on your feet
- Developing greater command of your audience
- Gaining the attention and interest of the audience

**Presentation Practice - Set Presentation**

- Adapting material to the needs of the audience
- Delivery of a set presentation to a given audience
- Analysis via trainer feedback and group discussion

**Presentation Preparation - Business Topic**

- Delivery of opening of presentation
- Feedback on first impressions on audience

**Taking Control of Your Audience**

- Tips on delivering to large and small audiences
- Managing audience expectations
- Dealing with difficult audiences

**Presentation Practice - Business topic**

- Final modifications
- Delivery of presentation
- Analysis via trainer feedback and group discussion

	<p><b>General feedback session</b></p> <ul style="list-style-type: none"> <li>• Individual assessment of progress achieved</li> <li>• Personal action plans</li> <li>• Overall workshop feedback</li> </ul>
<p>Training Methodology</p>	<p>The training methodology will include short lectures, role-plays, games, activities, presentations, discussions, idea sharing with continuous evaluation and real time feedback from facilitator.</p>