

## EFFECTIVE PRESENTATION SKILLS

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A presentation can make or break a deal, leaving behind a distinct impression on your audience. Whether the purpose of your presentation is to sell a product, win an approval or train people, your goal is to make an impact. Poorly constructed content and lack of self-confidence are barriers to leaving a positive impression. Learn how to control your nervousness, structure your content, make an opening that grabs their attention and a closing that sums it all up in a memorable way. This two-day workshop provides sufficient opportunity to practice your skills and learn new techniques-

### Learning Objectives:

- Apply a structure to make content clear, focused and memorable
- Learn techniques to reduce nervousness
- Tailor your presentation to your audience while still retaining your personality
- Learn how to project your voice and control your pace to add variety
- Develop skills in designing appropriate media to use in presentations and speeches

### Who Should Attend:

Anyone who has to give a presentation of any kind and wants to improve their skills

### How Will Participants Benefit:

- Tailor your presentation to achieve your objective and persuade your audience
- Learn techniques to project your voice and use tone modulation
- Become comfortable with your own personal style and assets
- Communicate your points clearly, succinctly and powerfully
- Improve self-confidence in front of an audience

### Delivery Method:

Exercises, group discussion and lecture.

**Duration:** One day