



## WINNING PRESENTATION SKILLS: PUBLIC SPEAKING WITH CONFIDENCE AND POISE

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*“In business you can never learn anything more important than communication” – Max Markson*

Does your job require you to present at conferences, lead meetings, run seminars, facilitate groups and speak in other public situations? The winning presentation skills workshop is designed to take your public speaking and presentation skills to the next level so that you can confidently and effectively deliver your presentation. You will also learn what you should do on stage, how to maximise your message, and how to grab your audience’s attention.

### Course Content

The workshop will teach you how to:

- Deal with nerves and control anxiety  
Nerves and anxiety can be one of the biggest barriers to delivering effective presentation
- Create rapport and connect with the audience  
First connect with your audience before you begin to train, educate or inform them
- Devise and structure a powerful and effective speech  
Learn to speak without notes and speak extemporaneously
- Master the platform  
Stop hiding behind the podium and use the stage effectively
- Make full use of your voice  
Your voice is the instrument that conveys your message
- Move your body and use gestures properly  
Gestures and body language deliver over 50% of your message
- Present with passion and improved confidence  
Emotion, passion, authenticity and sincerity are crucial in getting your message across
- Structure a memorable message  
Learn what will make your message memorable and “stick” in your audiences mind
- Effectively use PowerPoint  
Don’t commit death by PowerPoint or shoot your audience with “bullet” points

The Winning Presentation Skills Workshop will prepare you to present confidently and effectively, ensuring that you have influence, maximum impact and that your message is heard.

***This workshop can be customised to meet your organizational training needs and the key learning outcomes set to match your requirements. It can be delivered in a full day or half day format. Two or more of our different workshops can be combined to form a 2 day masterclass***