PETER DHU AND CORPORATE COMMUNICATION EXPERTS PRESENT

Thinking and Speaking Off the Cuff: How to Speak Confidently Without Notice

Corporate Communication Experts

Perth Workshops

Thursday 31 January 2019 **9.30 am to 4.00 pm** **$345 + GST**

This one day workshop is designed to help you think and talk on your feet in situations that may arise unexpectedly, or without notice. The ability to think and speak on your feet is a tremendous asset to have in your social, business and daily life. Speaking off the cuff is often required for meetings, impromptu presentations, supervising staff, job interviews and when responding to questions from an audience. To successfully communicate your ideas in these situations you must be able to organise your thoughts quickly and present them in a clear and logical manner, that meets the audiences needs. Those who do speak well off the cuff are seen as credible, reliable and confident.

The workshop will teach you how to:

- **Respond to questions from the floor**
  Be eloquent, be effective, and be relevant
- **Buy time and organise your thoughts**
  Resist time pressure and think before you speak
- **Structure your response**
  Follow the simple mini speech structure
- **Master the platform**
  Stop hiding behind the podium and use the stage effectively
- **Use the rule of "Three"**
  The tricolon is one of the most effective tools in public speaking
- **Get to the point**
  Less is often more, and keep it simple always wins
- **Leave them with a memorable message**
  End strong and end confidently
- **Call on fail safe backup techniques**
  Simple models and simple tools allow you to respond confidently and effectively
- **Respond effectively at job interview**
  What are the interview panel looking for and how can you best display this

"The best way to sound like you know what you're talking about is to know what you're talking about."
– Author unknown

REGISTRATION

Thinking and Speaking Off the Cuff : How to Speak Confidently Without Notice

Date	Thursday 31 January 2019
Venue	State Library of Western Australia 25 Frances Street, Perth 6000 Pilbara Room
Time	9.30 am to 4.00 pm
Investment	$345 + GST
What's included	Morning and afternoon tea, comprehensive course notes and free newsletter

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www.peterdhu.com.au

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Biography

Peter Dhu, an experienced and acclaimed speaking trainer and coach for over 20 years, has helped thousands of people overcome their fear of speaking and become more confident and effective in the delivery of their presentations.

His style is inspirational. He uses his own story of adversity mixed with experiential learning, example and theory and customises it for all learning styles. A medical scientist by profession, Peter has also studied extensively in the area of business and leadership, culminating in his Masters of Business and Administration and Diploma in Professional Coaching. Peter has extensive experience in the area of business communication, presentation skills and personal effectiveness.

Before starting his own consulting business he worked for the WA Health Department for 30 years in senior management positions. While there, Peter managed the Organ Donation Agency, one of the state wide health programs. He also represented the department and government on many state and national committees and working parties. High level business communication skills, including writing speeches for the Minister, negotiation and networking were essential in Peter's success in these roles.

"If you can stand on your feet and speak in front of a group, then you possess a very powerful skill"

— Sir Winston Churchill

"Be sincere, be brief, be seated."

— Franklin D. Roosevelt

Space is Limited Register Today!

REGISTRATION

Name of Participant _____

Phone Number _____ Email _____

Address _____

Return to: Peter Dhu at info@peterdhu.com.au
or 115 Tower Street, West Leederville WA 6007 *or* Fax 08 6314 1620

On receipt of your registration I will send out a tax invoice for payment before the workshop. Payment can be made via cheque, money order, EFT bank transfer or via credit card using PayPal.

Thank you for your business.

www.peterdhu.com.au