

## **Presentations & Public Speaking**

You will gain increased confidence and enhanced delivery, when speaking to individual senior staff, when speaking in meetings or when presenting to groups, large or small.

### **Who would benefit from attending?**

Anyone –especially those who feel anxious about public speaking and making presentations and really want to improve beyond measure.

Remember “All the world’s a stage and most of us are desperately unrehearsed.” Sean O’ Casey.

### **Course Content**

A very interactive course, in which you will take part in a full day of practical exercises which are fun, and enormously rewarding for skills and confidence.

You are not thrown in at the deep end, but through very practical exercises will build up your own techniques and skills throughout.

You will particularly increase your abilities in the following:

- How to create Style – the quality of self-assurance and performance and pazazz that will permit you to achieve a rapport with your audience.
- How to build your Big Picture.
- How to use some spacial marking, anchoring and time lines.
- How to overcome the Fear factor that everyone feels.
- How to achieve a dynamic start and grab immediate attention.
- How to project your voice.
- How to pause for effect and use timing effectively, remember what comes next and worse, what to do if you go “blank” on your audience.
- How to excel with Body Language and especially impressive eye contact.
- How to really keep your audience interested and hanging on your every word.
- How to handle questions...
- How to use visual aids to advantage and without death by Power Point.

“All the world’s a stage and all the men and women merely players”. William Shakespeare.

### **Key Benefits**

1. Meaningful practical exercises.
2. Expertise you can take away and use immediately
3. Back-up refresher notes that are easy to follow
4. Training on your own premises or open scheduled courses

