



N648: Presenting With Greater Confidence

Tutor(s): Terry Young

1 Day

Competence Level:
Awareness



Classroom Course

Summary

This one-day course will provide an excellent introduction to the skills necessary for effective public speaking. This course is appropriate for all team members, but is particularly valuable for those who need to make public presentations to groups. The sessions will give participants the building blocks for preparing presentations to communicate clearly the intended outcome of the presenter. The material is designed to help participants become clear, confident, and effective communicators.

Learning Outcomes

Participants will learn to:

- 1) Discover the building blocks for preparing and presenting talks or seminar materials in such a way that they communicate clearly your intended outcome.
- 2) Explore, assess, and implement ways to overcome the central factor in confident presenting which is the management and harnessing of nervousness and fear
- 3) You will be provided tools for effectively engaging an audience, including how to start and end well in any presentation you are giving
- 4) You will be given a game-plan for becoming a more effective presenter

Duration and Training Method

One classroom day providing 0.8 CEU (Continuing Education Credits) or 8 PDH (Professional Development Hours)

Who Should Attend

This course is appropriate for all team members, but is particularly valuable for those who need to make public presentations to groups

Course Content

- The Goal of Presenting With Greater Confidence
- The Central Secrets of Great Presenters
- Knowing Your Audience / Your Topic / Your Big Idea
- Nervousness and Fear Is Not Your Enemy
- The Wonder of Starting Strong
- Simple Rules about Voice, Gesture, and Those Eyes
- The Art of Finishing Well
- How to Speak So People Will Listen AND Engage