



PRESENTING WITH IMPACT

Improve your group communication skills

This program will help you present more confidently and effectively by systematically improving every step of your presentations, from the preparation through to delivery. Learn the tips and techniques used by experienced speakers to effectively communicate their message to even the most discerning and demanding audiences.

Prepare for presentation success by building your delivery skills with this interactive and practical workshop.



Workshop Content

This highly interactive workshop requires a small amount of prework to help determine experience and confidence levels, allowing our facilitators to tailor the content to your specific needs. The workshop content focuses on 3 areas:

- Preparing for Success - managing nerves, understanding the audience, presentation logistics, developing a clear purpose, managing length and timing
- Structuring to Engage - the principles of structuring your content for your audience as well selecting and using appropriate visual support and incorporating story telling
- Delivering to Connect - creating a powerful first impression, managing audience interaction and utilising visual, vocal and verbal tools to adjust the tone, feel and style of presentations.

Participants will present in front of the group in a range of different formats and will be videoed across the program to provide specific feedback on delivery and style.



Learning Outcomes

Upon completion of this workshop, participants will be able to:

- Prepare and deliver successful and persuasive presentations more confidently
- Use techniques to manage nerves when presenting
- Be more effective when presenting ideas and recommendations to internal or external clients
- Understanding audience needs to improve strategic preparation
- Develop a clear theme and purpose for their presentation
- Use frameworks to structure and write presentations more effectively
- Incorporate story-telling to engage audiences
- Understand and demonstrate key delivery skills, including body language and voice
- Use visual aids and audio-visual equipment to enhance presentations
- Manage audience interaction more appropriately



Recommended Audience:

Anyone who presents, either formally and informally, to groups large and small. Advanced presentation skills available for more experienced groups.



Delivery:

Face to Face (recommended) or Virtual



Duration:

1 or 2 Days (can be tailored to suit)



No. of attendees:

Up to 7 participants

talkforce

communication | leadership | coaching



Building 6, 4 Clarke Road, Woolwich NSW 2110



PO BOX 314, Hunters Hill NSW 2110



+61 2 9844 2999



talkforce.com.au



ABN 57 078 528 355