



**silicon
beach**
TRAINING

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Advanced Presentation Skills

Duration: 1 day

Prerequisites

This session assumes that the participant is an experienced presenter who is already familiar with planning, structuring and preparing a presentation, including questions and powerpoint. Question technique, planning and structure, introduction and closing techniques, notes and visual aid layout can all be covered as part of the overall feedback and coaching process.

The session can be supported with video based feedback at additional cost if required. Please ask for a quote

This one day Advanced Presentation Skills training course is designed to coach experienced presenters to improve their delivery so as to enhance the impact on the audience.

Objectives

After this Advanced Presentation Skills training course, delegates will have:

- Received feedback on their presentation style and development needs
- Practiced voice delivery and warm up techniques to improve delivery
- Assessed how they can package their message content to improve impact
- Explored how their body language affects their delivery
- Planned for improvements
- Practiced these improvements where appropriate

Course Content

Outline flow

- Example presentation by participant on a real work presentation topic, to include visual aids, typically 15-20 minutes.
- Feedback and assessment of strong points and areas for development
- Agreement of areas to work on.
- Input on the presentation / delivery, to include: voice work, body language, audience targeting/ tailoring, message packaging and delivery, visual aids; during this session the participant is encouraged to practise and apply these to their presentation.
- Preparation for a second delivery
- Second delivery of presentation with feedback as to progress
- Agreement of areas still requiring development

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Communication Skills: 1 day

Active Listening Skills: 1 day

Presentation Skills: 2 days

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