

## Presenting in Public with Confidence

### INTRODUCTION

Only for experienced presenters, this highly interactive workshop delivers constructive feedback, concentrating on how you can upgrade your skills for concise message delivery and learn how professional presenters control themselves and their audiences.

### COURSE OBJECTIVES

*By the end of the course, delegates will have:*

- **Built** a logical and attention holding structure.
- **Met** their key objectives with flexible delivery.
- **Constructed** compelling openings and closures.
- **Created** content that remains memorable.
- **Used** dynamic visuals at the right time.
- **Remained** relaxed even when things don't go to plan.
- **Used** silence and pauses for maximum impact.
- **Perfected** their personal style.

**COURSE DURATION:** 1 Day Course

### COURSE CONTENTS

#### The Audience

Understanding the audience, its needs and expectations  
Handling questions and objections non-defensively  
Maintaining your credibility  
Holding the audience's attention

#### Voice and Image

Breathing and voice projection  
Boost your vocal energy  
Make any nerves work for you  
Body language that inspires

#### Language that Works

Repetition, pausing, and summaries  
Using words which are natural and unforced  
Avoiding business speak  
Positive and dynamic language

#### Delivery

Ice-breakers and mood makers  
Using word pictures  
Isolating the key messages

#### Personal Development

Monitoring your strengths and weaknesses  
Building your confidence to deliver consistently

#### Pre-course Activity

You are required to bring a 5/10 minute work related presentation with you to maximise the time available. A recording of your delivery will be provided for ongoing development.

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