



Dynamic Presentations

Workshop Duration: 2 Days

Facilitation in English (aussi disponible en français)

Workshop Description

Giving dynamic presentations is one of today's key business skills. While we have ample access to technology that makes giving presentations easier, many of us lack an understanding of the basic communications skills that make presentations truly effective.

This workshop will give you an overview of effective communication theory, help you cultivate credibility and self-confidence, and teach you how to use presentation tools effectively – all with the goal of ensuring you get your message across.

The session is very interactive and dynamic. Activities are built-in to quickly develop the participant's skills. Each participant receives a DVD of his/her presentations. The user-friendly handout is a great tool for personal review.

Please Note – Due to the level of personalized coaching during this workshop, class sizes are limited to a maximum of 8 participants.

Who Should Attend

Anyone who needs to give effective and dynamic presentations as part of their job.

What You Will Learn

- Dale Carnegie's 4 Ps
- Impact of opening and closing punch lines
- How to connect with the audience
 - Adult learning principles
 - Icebreakers
 - Using examples and stories
 - Humour
- Communication skills
 - Communication process
 - Non-verbal messages
 - Body language
 - Listening skills
- Presentation styles
- Types of presentations
- Managing questions and objections
- Presentation tools (and when to use them)
- Dealing with the unexpected
 - Difficult participants
 - Delicate situations
 - Stress management
- Do's and don'ts
- Action Plan

