

# Packing a Powerful Punch: Presenting Presentations with Impact (PRESS, 2 jours)

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## Description

Great presentations clarify, drive and motivate. But most presentations are dull, overly-detailed, and confusing. In the course Packing a Powerful Punch (Presentation Training), participants will learn the essential tools to present with punch. Participants will learn how to organize a presentation, the tips and trick of PowerPoint, and the practical pieces of public-speaking through hands-on exercises and a delivering a short presentation. Everyone has to do it, find out how to get through it!

## Tarifs

- Tarification: \$1,500/person
- Rabais de 10% lorsque vous inscrivez 3 personnes.

## Plan de cours

### Introduction

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Your Personal Learning Goals

What Makes a Good Presentation?

Common Presentation Mistakes and Challenges

### Planning Your Presentation

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Formats: Presentation, Workshop, Poster...

Purpose: Inform, Motivate, Inspire...

Audience: 3 Questions

Writing the Story

### Using PowerPoint Effectively

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Slide Rules

Slide Types, Design and Structure

Adding Visual Elements and Finishing Touches

Presentation Tools

### The Art of Presenting

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Understanding Your Strengths and Your Weaknesses

The Role of Body Language

The Role of Eye Contact

The Role of Voice and Language

Effective Presentation Techniques

Practicing Your Presentation

What to do and to Avoid

### Presenting with Panache

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Preparing for Delivery

Taming Public Speaking Jitters

Logistics

Smooth Beginnings: Starting on the Right Foot

Smooth Running: Session Maintenance and Tracking Reactions

Handling Question and Answer Sessions

Smooth Endings: Completing the Session

### Show Time!

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Create and Deliver a Short PowerPoint Presentation

Small-Group Work

Feedback and Self-Reflection

Wrap Up

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