

Presentation Skills

Training

Context

For any presentation to work, you need grab the audience attention from the start. This means your presentation must make the right impact:

- You want results
- You want to feel confident and look confident
- You want to persuade

Even the most experienced professionals can lack effective presentation skills. They fail to prepare, are fearful in front of people, have poorly organised thoughts, and lack the confidence to engage and persuade the audience.

Easy to use tools to help you get your message across memorably, structure your material for the best impact, and present effectively to audiences of varied sizes.

Why Should I Attend?

If you have a role where you need to present information, then this half-day introductory course is a “must attend” session. This course will enable you to understand the factors that affect how confidently you deliver a presentation so you can look forward to your next presentation.

Our presentation skills training course is set out to deliver immediate benefits.

We offer a training course that combines the theory with the practical implementation to develop understanding and presentation skills. We ensure that our courses lead to sustainable learning rather than one-off content exchange and measure our own training performance through Net Promoter Score (NPS).

If we score lower than a 7 overall then you are entitled to you money back.

Facilitators

Rakesh Sangani, Founder and Managing Partner, Proservartner (over 35 shared service centre and BPO set ups, lean practitioner and six sigma black belt)

Mark Saunders, Senior Partner, Proservartner Poland (former CFO, CPO and head of shared services and First Data)

What will we cover?

Presentation skills scope

- Understanding how a presentation works
- Organising information in a clear and concise manner
- Creating an attention-grabbing introduction
- Practising a range of techniques
- Presenting with style, flair and presence
- Using support materials
- Enlivening your presentation
- Handling disruptive participants
- Maintaining confidence and handling nerves

Agenda

08:30 – 09:00	Registration and Introductions
09:00 – 12:00	Content, Training and Facilitation
12:00 – 12:30	Questions and Close

Logistics

Time:	08:30 - 12:30
Date:	Fri, 19 Dec 2014
Venue:	Olivia Towers, Gdansk
Cost:	Min. 100 PLN - All fees will be donated to charity