

## Presentation Skills Diploma

*"The real voyage of discovery consists not in making new landscapes but in having new eyes."*

— Marcel Proust

### Course Overview

Delivering presentations is a common activity in the workplace in today's business environment. Do you enjoy delivering them? Are you happy with your ability to deliver a comprehensive and competent presentation?

This is a One Day course designed to provide you with the skills, knowledge, techniques and strategies to deliver winning presentations every time. This will ensure you get your point across in a confident manner and also no longer feel nervous and apprehensive.

During this course delegates will be taught advanced communication skills that will enable them to:

- Prepare with confidence for any presentation
- Overcome their nerves
- Learn how to make a memorable first impression
- Learn how to build a rapport and get the audience on their side
- Develop key presentation skills
- Obtain the optimum results from visual aids
- Ensure the presentation remains interesting and informative
- Learn how to use effective body language and manage their space
- Learn advanced communication techniques that enable them to adapt to different listening and learning styles
- Learn how to project your voice, tonality and inflection
- Learn how to deal with resistant views
- Learn how to work with the human representation system
- Learn how to answer questions from the floor in a competent and effective manner

### This course is ideally suited to:

- Senior managers who want to sharpen their presentation skills
- Managers who are frequently delivering presentations
- People new to management / supervisory roles who will be required to deliver presentations
- Any person who has difficulty in delivering presentations

Call us NOW on **07834 684000** or email us at [info@empower-your-future.com](mailto:info@empower-your-future.com) to discuss your training needs.

**You could qualify for Government Funding and get this diploma for FREE.**