

# Essential Presentation Skills.

betterpresenter.



**Enhance your career with this dynamic 1-day seminar. Receive individualized coaching on your strengths and weaknesses and be videotaped frequently with private review. As a result, you'll enjoy the success of making presentations that are clear, compelling and memorable.**

Learn everything you need to know about how to:

- ▶ Overcome nervousness and inhibition
- ▶ Think clearly under pressure
- ▶ Use voice and body language to hold audience attention
- ▶ Analyze an audience to maximize the impact of your message
- ▶ Organize your material quickly, effectively, and logically
- ▶ Create and present PowerPoint or handouts with confidence and conviction
- ▶ Save meeting time by getting to the point
- ▶ Respond to challenging questions from an audience

## Highlights






- Gain confidence while presenting your "real world" material
- Benefit from experienced trainers and our unique B-D-A® coaching methods
- Track your progress with private review of your videotape
- Understand your strengths and weaknesses, so you can make continuous improvement when presenting
- Includes free follow-up coaching

# Essential Presentation Skills.

Essential Presentation Skills will give you greater confidence and impact in front of large and small audiences.

## Six Step Program

1. Benchmark – Learn how you look and sound to others 
2. Physical Skills – Learn a unique skill to overcome nervousness and think clearly
3. Projection Skills – Use your voice and body to become spontaneous and dynamic 
4. Strategizing Your Presentation– Analyze your audience to put your message on the mark
5. Presenting with Visuals – Create effective visuals and present them with confidence 
6. Questions & Answers – Involve your audience and learn to respond under pressure

**V** Videotaped and then reviewed privately to maximize learning.

### Program Length

One day

## Class Size

*Six participants maximum to ensure plenty of skill-building practice and coaching*

## How to Participate

- ▶ *Organize a company group*
- ▶ *Schedule personalized coaching*

*"Incredible experience where you see 100% improvement in presentation skills."*

- Lead Engineer

*"First rate coaching. The DVD video is an eye opener and a great learning tool."*

- Senior Vice President



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