

You're On!™ - Effective Presentations

OVERVIEW

You're On™ - Effective Presentations is a focused, experiential skill-based program that will ensure participants walk away as better presenters. The program helps enhance communication, leadership and sales skills within your organization and will impact the bottom-line through more effective representation of products, services and ideas. Participants will cover the following topics:

- Audience and Environment
- Content – Presentation Components
- Delivery – Speech, Body Language
- Creating and Using Visuals
- Preparation and Rehearsal

The small group atmosphere and continuous feedback loops enable participants to overcome fears and gain a competitive advantage by enhancing presentation skills.



PRACTICAL DETAILS

- Full day session
- Small group facilitations of 5 or less participants
- Suitable for cross-functional and intact teams at all levels
- Most effective for focused training sessions

KEY LEARNING POINTS

- Create clear, concise content for presentations
- Communicate effectively to diverse audiences
- Enhance confidence and public speaking skills
- Appropriate use of language, voice and body language
- Create and use visual imagery in a presentation

THE PROGRAM

In small groups of 5 or less, participants will experience a variety of distinct program components, each addressing critical presentation steps. During this one-day program, participants will make a minimum of four videotaped presentations.

- **Introduction & Overview**
Participants discuss the components of an effective presentation, including Content, Delivery and Audience.
- **Content - “What you say”**
Discussion of the presentation components, including “central pillar”, key supporting points, introductions, closings and imagery. During this portion of the program, participants make two presentations. The continuous feedback loops enable participants to overcome fears.
- **Delivery - “How you say it”**
Discussions around voice, body language and creating and using visuals. The participants in this section do the third presentation.

- **World-Class Details**
Participants will understand the importance of rehearsal and preparation, environment, answering questions and how to shorten your presentation if necessary.
- **The Grand Finale**
The final presentation is completed, incorporating all the learnings and components. A complete evaluation is done using a Competency Evaluation form.



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RESULTS

- **Effective communication**
- **Improved presentation skills**
- **Increased self confidence**
- **Positive feedback and encouragement**
- **Competitive advantage**
- **Ability to effectively “sell” ideas**