

Dynamic Presentation Skills

Course Overview

How many times have you sat through a presentation that basically flat-lines? We've all had to endure the awkward and uncomfortable feeling of sitting through a bland presentation. So don't be like that. Learn how to really engage with your audience and give presentations that make people sit up and pay attention. If you need to give presentations as part of your role, this course is for you.

Program Format

This is a 1-day program that can be delivered face-to-face or virtually.

Course Objectives

- Determine the purpose and the objectives of your presentation.
- Explain the structure of a dynamic presentation.
- Analyse your audience and determine their needs and expectations.
- Create effective speaker notes and visuals.
- Use body language, voice tone and specific words to elevate the impact of your presentations.
- Think quickly under pressure and answer questions confidently.

Course Outline

Understanding Your Audience

The larger your audience, the greater the chances you will have a range of audience types – and you need to tailor your presentation to all of them.

Understanding your audience allows you to create a presentation that gives everyone the information they're looking for in a way that makes sense to them.

Speaking Notes And Visual Aids

Learn how to use visual aids like PowerPoint as a tool to assist with your presentation and not a crutch to lean on.

Create speaker notes that allow you to speak naturally and not sound like you're reading them.

Understanding Your Presentation Style

Everybody presents differently and most people have their own unique style that works for them.

Look at individual presentation styles and learn how body language, voice tone and verbal language can greatly impact your outcomes.

The Value Of Strong Presentations

Think about the types of presentations you've seen. What is it about them that makes them either engaging or boring.

Brainstorm the characteristics that make a dynamic presenter and assess yourself against those characteristics. Identify your strengths and your development areas.

Preparing Your Presentation

To prepare a great presentation you first need to determine the purpose and outcomes. In other words, what is your presentation trying to achieve and what do you want your audience to do at the end of it?

Structuring Your Presentation

Break your presentation down into the three key phases and learn how to present the information in a way that is easy for your audience to follow.

Using the rule of 3, you will create a presentation that is informative and appealing.

