

Powerful Presentation Skills

16th March 2010 – Sydney

15th April 2010 - Melbourne

21st April 2010 – Brisbane

Does the thought of speaking in front of a large group make you go weak at the knees? This program shows you how to deliver presentations with real impact.

You will learn how to overcome fears and deal with anxiety. Understand how to tailor your presentations to the audience and structure the content for added clarity.

You will gain confidence and polish in all aspects of your delivery. Once you have attended this program you will look forward to presenting at every chance you get!

Course content:

- What makes a successful high impact presentation?
- Necessary Planning & Preparation
- Audience Analysis
- Structuring your Presentation (from blank page to first draft in 20 minutes)
- The best ways to use speaker notes
- Professional Grooming to make the best impression
- 7 Steps to Handle anxiety and nerves
- Delivery tips – Making the performance powerful
- Using your Vocal Variety and tone appropriately
- How Projection & Pacing add impact
- Body Language and Gestures that really work
- How to use Visual Aids most effectively
- Using PowerPoint slides powerfully
- Keeping the Audience's attention throughout your presentation
- Encouraging and Controlling Audience participation



[Judeth Wilson](#) - Judeth has a passionate belief in people and developing the skills they have. She believes that people have the power to make an enormous difference - she helps to wake up the difference that they make to themselves and others in the organisation and ignites a passion for what they do

By the end of this workshop you will gain:

- The ability to structure a high impact presentation
- Techniques to deal with anxiety and channel nervous energy
- The skills to keep the audience engaged and focused
- Awareness of how body language, vocal variety and visual aids can maximize your impact



Ph: (02) 9267-5220 Fax (02) 9267-4202

Email: info@espeak.com.au

Website: www.espeak.com.au

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16th March – Sydney, 15th April – Melbourne, 21st April - Brisbane

SYDNEY PROGRAM Tuesday, 16th March 2010

VENUE:

Saxons Training Facilities
Level 10, 10 Barrack Street, Sydney, 2000
[Download Saxons Venue map](#)

MELBOURNE PROGRAM Thursday, 15th April 2010

VENUE:

Saxons Training Facilities
Level 8, 500 Collins Street, Melbourne, 3000
[Download Saxons Venue map](#)

BRISBANE PROGRAM Wednesday, 21st April 2010

VENUE:

Saxons Training Facilities
Level 11, 300 Adelaide Street, Brisbane QLD 4000
[Download Saxons Venue map](#)

Registrations are from 8.30am. Program starts at 9.00am and finishes at 5.00 pm

Registration Fee:

\$595.00

Includes 10% GST, lunch and breaks, participant workbooks and handouts.

Discounts

For 3 or more delegates from the same organisation, a discount of \$50.00 per person applies.

Cancellations

- Full refund if notice is received two weeks prior to workshop
- 50% refund if cancellation received at least one week prior to workshop

Changes to Program

E&S reserves the right to alter the content, date or venue if necessary. Every effort will be made to communicate with participants immediately.

In-house Programs

This program can be tailored for your own organisation's needs

For more information, please contact Julie Ankers on (02) 9267-5220, or Email: info@espeak.com.au

REGISTRATION / TAX INVOICE (Please keep a copy for your records)

Name: _____

Position: _____

Company: _____

Address: _____

Phone: _____

Mobile: _____

E-mail: _____

Attendees' Names:

Total payment \$ _____ for _____ attendees via:

DIRECT DEPOSIT BSB: 032-016

Acc No:377845

CHEQUE Payable to E&S Training & Development

Visa MasterCard Bankcard AMEX

Diners Club

Card No. : _____

Expiry Date: ____/____/____

Cardholder's Name: _____

Signature: _____

Fax, post or email with payment to:

E&S Training & Development Pty Ltd

ABN 49 137 749 412

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