

Presentation Skills

This session can be pitched at different levels depending on the needs of those attending. A basic programme is suitable for delegates who are newer to presenting, and who need more support and confidence building.

The more advanced version is pitched for people with more experience.

Programme Objectives

By the end of this programme, delegates will be able to:

1. Plan, structure and carry out a presentation
2. Identify their audience
3. Use audio visual equipment and support material appropriately
4. Maintain audience interest during the presentation
5. Use techniques to control nerves
6. Develop and show confidence when presenting.

Further information

The programme involves practical exercises in presentation skills. Content includes the use of audio-visual equipment and advice and guidance on the development of a presentation framework. The tone of the programme is low-key, and delegates are encouraged to present within a safe and positive environment.

Duration: Half day/one day