



Presentation Skills

A one day, 5 star rated course from the training experts



Delivering Presentations with Confidence

This one day participatory course aims to give delegates a variety of skills, knowledge, tools, techniques and 'tricks of the trade' to create an impact when presenting, during interviews, meetings, networking events or socially.

As a visual vehicle the world of presenting and presentations are considered useful skills that can be applied to any 'group situation'. The day ends with the opportunity to put what you have learnt into practice by delivering a short presentation in a relaxed and supportive environment.

Suitability - Who should attend?

Anyone who needs to present to an audience of any descriptions, in any environment. This course will benefit those who want to learn the fundamentals of delivering a range of presentations to a variety of audiences, for both newcomers and presenters requiring a refresher session. The places are restricted to a maximum of 6 delegates for this course.

Price and Venues

Manchester: £295 + VAT
Leeds: £295 + VAT
Liverpool: £295 + VAT
Birmingham: £295 + VAT

I enjoyed the mock presentations. They were really useful. Usually when presentation skills have been part of a course they ask you to do one presentation, but here we could continue improving our presenting skills throughout the day.

Agnes Altmets | University of Salford

Private & One to One courses

We offer private and one-to-one courses throughout the UK. Please email or call us with your preferred venue, number of delegates and any requests.

Our interactive practical courses and learner centred approach, combined with small class sizes, provides the very best learning environment

Google

5.0 ★★★★★

No more than 6 Delegates

5 Star Rated courses

Practice led learning

3 months online support

Lunch & refreshments provided





Presentation Skills

COURSE CONTENT

Introduction to Presenting

- The importance of presenting effectively
- Diffusing the mystique of presenting

Planning and Preparing (Introduction)

- The fundamentals of planning and preparing presentations
- Structuring presentations
- Setting robust aims and objectives
- Addressing fears, nerves and anxieties
- Considering your audience's needs

- Anticipating 'sticky' situations
- Picking the perfect venue
- Anticipating audience behaviours
- The 'image' and 'etiquette' of the presenter

Delivering Presentations

- Creating lasting impressions
- Maximising your use of words, tone of voice and non-verbal communication to create an impact
- Managing audience interaction
- Grabbing and

holding your audiences attention

- Managing difficult audiences and difficult individuals
- Getting your audience to participate
- Using visual aids to enhance your presentation
- Handling difficult questions
- Establishing and maintaining your credibility

Approachable, great venue, great trainer!

Peter Devenny | Extract Technology Ltd

How to book

To reserve your place on our Presentation Skills course, simply pick your preferred date and location, and send us an email or give us a ring.

Or if you prefer, we offer private and In House training on request.

Email: info@mtraining.co.uk

Call: 0161 226 6032

Or visit: www.mtraining.co.uk

We offer group booking discounts for two or more delegates.

