



# Presentation Skills

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



# Delivering Presentations with Confidence

It is widely recognised that speaking to a group and audience is one of the most challenging tasks to accomplish with merit, yet it is a common requirement in business.

This course is for anyone who wishes to develop their presentation skills so that they can create presentations that have an impact, for the right reason, and impresses your audience.

## What you will gain:

- ✓ The knowledge and skills required to create and deliver a presentation that gets the message across with impact
- ✓ Learn how to conquer nerves, capture attention and get the audience on your side
- ✓ 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.

## Who should attend?

Anyone who needs to present to an audience of any description, 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

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

## Price and Venues

Manchester: £295 + VAT

Leeds: £295 + VAT

Liverpool: £295 + VAT

## Private 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.

Everyone got time to practise their skills in a friendly and supportive environment, and you could see a real improvement on everyone's performance at the end of the day.

I'd particularly recommend this course to anyone who feels at all uneasy about public speaking...

Angela Bleasdale

Google

5.0 ★★★★★

No more than 6 Delegates

5 Star Rated courses

Practice led learning

3 months online support

Lunch & refreshments provided

mtraining

# Presentation Skills

This course will teach you how to become a better and more confident presenter



## Course Objectives

- Recognise the need to deliver impressive presentations
- Understanding the preparation that is required for an effective presentation
- Improve the use of your body language and tone of voice to become a more engaging presenter
- Understand the structure of each part of a presentation
- Being confident when handling questions during a presentation
- Use visual aids that are appropriate and supportive
- Control nerves positively when speaking so as to reduce anxiety
- Have an opportunity to practice all that you have learnt

## Course Topics

- Introduction to effective presentation
- Preparing for a presentation
- Use of Body Language
- Use of Tone of Voice
- Ingredients a great presentation
- Structure of a presentation
- Confidently answering questions
- Using visual aids
- Controlling nerves and anxiety

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

## 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](mailto:info@mtraining.co.uk)

Call: 0161 226 6032

Or visit: <https://www.mtraining.co.uk/>

We offer group booking discounts for two or more delegates.

