



## Leading Successful Presentations

Effective presentation skills give us the ability to convey facts and information in a clear, concise and engaging way. Developing your skills to present will allow you to communicate your message as well as focus on your audience's needs. This workshop will enhance your ability to plan and deliver a well-structured and polished presentation – an ability that can affect your image and success as well as that of your organization.

The program focuses on...

- preparing, presenting and polishing powerful presentations
- getting your points across so that your audience understands and remembers
- capturing and maintaining your audience's interest
- overcoming nervousness
- handling question and answer periods