



PRESENTATION SKILLS

Duration:	1 day
Max. Participants:	30
Fees:	Non member : \$590.00
	AICPT member: \$500.00

About the programme

All too often, people sit dumbfounded in front of audiences mumbling, looking at the ground and just generally trying to live through what can feel like a horrible experience.

The metaphorical train wreck that is a bad presentation can be avoided.

Engaging the audience is one of the great presentation skills that will lead to success, but one that takes the longest to learn.

There is no secret to a great presentation and those who are considered great speakers have one thing in common and that is they have all prepare and mastered essential presentation skills.

This workshop provides participants with practical presentation skills and techniques which they can immediately apply them to formal presentations, one-to-one meetings, group discussions, networking and media appearances.

Intended for

- Business owners
- Executive teams
- Managers
- Supervisors
- Team leader
- Anyone who needs to do a presentation.

Contents

- Essential requirements to meet the objective of presentation
- Planning and preparation
- Presentation design
- Methods of delivery
- Persuasive presentations - AIDA persuasive structure
- Group presentations
- Questions and Answers

- Evaluating the presentations
- Why some presentations go wrong?

Training methodology

Teaching by observation and group participation probably describes the training methodology most accurately. Participants will be actively involved in the learning and be assessed on practical techniques during the programme.

Workshop outcome

On completion of the programme, participants should be able to apply the practical presentation skills techniques in their workplace environment or to clients.

As with all AICPT training programmes, we strive to effect actual change back at the workplace through effective and practical outcomes based training.

To enrol for this workshop, complete the Continuing Professional Development (CPD) course enrolment form and email to info@aicpt.org.au