



## **Delivering Presentations with Impact**

**1 day course**

The purpose of the course is to give the attendees the skills, and just as importantly, the confidence to deliver effective presentations. The course is suitable for anyone who has to give presentations, in particular team leaders who have to present to their team and also to their managers, sales managers and sales representatives, and also trainers.

### **Style of delivery**

As with all our training, this course is very interactive and practical. In the afternoon, participants have the chance to test out the skills they have learnt in the morning, by presenting to the group. They then get immediate feedback from the tutor and other attendees, and more detailed feedback emailed after the course.

It is also agreed by the group in the first half of the morning what great presentations look like, and the group develops its own evaluation form, which can be used to seek feedback in the future.

### **Content**

After the course, attendees will:

- Understand what makes an effective presentation and how to measure its effectiveness
- Know how to plan the content of a presentation and understand methods to reduce the length if it needs to be shortened
- Be able to deal with nerves and confidence issues
- Will have techniques for managing the audience – both supportive and difficult!
- Have had the opportunity to deliver a presentation and receive feedback.

### **What others have said about this course**

*“Very professional and extremely beneficial.”*

*“I thought the course was really useful and think anybody that is unsure of presenting should do it.”*

*“Fantastic day, very well organised and extremely useful.”*

**To find out more or to book this course for your team, call us on  
01536 215240 or email [emma@gatewayhr.com](mailto:emma@gatewayhr.com)**