

Be Better® PRESENTER-BASICS

An intensive two-day presentation skills workshop helps business presenters engage and influence their internal and external audiences; designed for a maximum of 8 participants to allow for filming and one-on-one coaching.

DAY 1 - CONTENT

PRESENTATION STRUCTURE AND MESSAGING: 9AM - 11AM (10 MIN. BREAK)

How to create an engaging and memorable message: Telling your story with a powerful opening:

- Increasing attention and retention
- Developing a Crystal Clear Objective
- Openings that leverage stories to make your main message memorable
- Developing a logic flow to enhance impact and influence
- Creating a call-to-action that links your message with your action step.

INDIVIDUAL PRESENTATIONS WITH FILMING AND FEEDBACK: 11AM - 12PM

- Final presentations will be given to the group with focus on *content*
- Each presenter will be filmed
- Feedback will be given on key strengths and areas to improve.

One-on-one coaching sessions for four participants with video review: 1 - 5pm

DAY 2 - SLIDE CREATION & DELIVERY

CREATING MEMORABLE SLIDES AND DELIVERING WITH CONFIDENCE: 9AM - 11AM (10 MIN. BREAK)

Slide creation - the power of unexpected images:

- Breaking down key points to understand the role can images play
- Techniques for searching for images
- Matching unexpected images with key points to enhance meaning

Delivery Style - coming across as confident and authoritative:

- Stance - standing solid in what you are saying
- Gestures - confident speakers take up space
- Eye Contact - establishing credibility, focus and connecting with your audience

INDIVIDUAL PRESENTATIONS WITH FILMING AND FEEDBACK: 11AM - 12PM

- Final presentations will be given with focus on delivery *style*
- Each presenter will be filmed
- Feedback will be given on key strengths and areas to improve.

One-on-one coaching sessions for four participants with video review: 1 - 5pm

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