

# Advanced Presentation Skills

## A Two-Day, Advanced Presentation Workshop Designed Specifically To Take Your Presentations to a New Level!

### Course Description

This course will take your presentations to the next level. High quality, high impact presentations are critical to personal and organizational success. This program is designed to take good presenters to the excellent level. It is designed to help you secure the business, generate the funding or gain the support and collaboration you and your programs or products deserve and require. Now that you have mastered the basics, it's time to add impact, clarity and polish. This course will help you do that. Attendees will develop an 8-12 minute presentation to be worked on in class. Brief preparatory work will be assigned to target the presentations. Participants will deliver and refine these presentations in class and receive a video DVD of their presentations along with feedback. Multiple iterations of developing, refining and delivering the presentation will greatly enhance your skills and presentation. It is fun, fast paced and guaranteed to increase your presentation effectiveness!

### Course Objectives

This course will help attendees:

- Move from “good” to “great” presenters.
- Fully engage audiences with a truly memorable presentation.
- Leverage their own personal style and accentuate their positives for greater impact.
- Turn their tired old ‘standby’ presentations into impactful, more effective presentations.
- Master the question and answer sessions.
- Make their PowerPoints truly support and enhance their presentations
- Move to a powerfully persuasive presentation when appropriate
- Generate more action from their audiences.
- And much more...

### Overview

This course is an ADVANCED presentation skills course that assumes attendees have either attended the Level I Presentation Skills course and/or have adequate presentation experience.

The course is based on live presentations and feedback. Attendees will bring a prepared presentation to the class and deliver and refine this. Partners will help challenge and stretch the presenter and the presentation in new ways. Presenters will practice giving the presentation under last minute time constraints or other changes. Live question and answer sessions will help people develop techniques for thinking on their feet. A systematic framework will be utilized and reinforced for targeting the presentations.

Attendees will receive and practice personalized tools and tips for enhancing their delivery style, PowerPoints, etc.

The course is fun, fast paced and highly interactive. Get ready to learn, grow and improve!

### AGENDA

- Moving from a “Good” to a “Great” Presentation – How Do You Get There?
- How to Leverage Your Personal Style for Optimum Results
- Advanced Application in Delivery Style Elements
  - Eye Contact
  - Hand Gestures & Body Movement
  - Effective Use of Voice
  - Use of Stories & Other Anchors
- Mastering the Question & Answer Session
- Advanced Time Management Techniques
- Rapid Development Techniques for High Impact Presentations
- PowerPoint – Making it Accentuate Your Message
- Ensuring Crystal Clear Focus on Your Messages
- Practice, Practice, Practice
- And much more...

### Additional Course Resources Provided / Available

- A pre-class presentation development assignment
- Each attendee receives a personal Video DVD of their particular presentations for future review and learning
- Customized Audio Summary CD available

### Other LifeChampion® Topics

- Building High Performance Teams
- FastStart for New Supervisors & Managers
- Coaching and Communication Skills
- A host of other Leadership & Personal Development Courses