



Simply Put, LLC

Speak With Confidence, Comfort and Conviction!

This program is for anyone from a beginner to an executive who makes presentations to individuals and groups of any size and wants to enhance their speaking effectiveness, communications, sales ability, proficiency, comfort-level and overall professionalism.

A presentation is the ultimate reflection of a person's ability, knowledge and talent. Many skills - from communication to leadership - are put to the test, as well as the ability to perform under pressure. These skills are visible to the entire audience. Presentation skills not only reflect one's level of professionalism, but directly impact the ability of the presenter to influence, persuade and inspire audiences. This class will show participants how planning and practice can replace the stress of public speaking with success in public speaking!

Structure:

This program can be structured over 4 hours, a full-day or 2 full-days, depending on the level of skill development you'd like to provide. In addition to classroom instruction and individual practice, brief speaking assignments are given to each participant for presentation to the entire class. In the 2-day program these presentations are video recorded (each participant will be recorded at least 5 times and will receive their video recordings at the end of the class). Immediate feedback from the facilitator and class participants is provided.

Learning objectives:

1. Improve overall professionalism by polishing presentation skills.
2. Engage, influence, persuade and inspire audiences.
3. Enhance words, tone and body language to communicate more powerfully and genuinely.
4. Develop techniques and learn preparation steps to ensure success.
5. Replace fear of public speaking with confidence, and turn jitters into jubilation!

Audience:

Anyone from a beginner to an executive who makes presentations to individuals and groups of any size and wants to enhance their speaking effectiveness, communications, proficiency, comfort-level and overall professionalism. This is also a perfect program for new managers and those being developed for management.

Testimonials:

"The presentation skills session was fantastic. This wonderful program included both group feedback and individual coaching. This was instrumental in helping me to identify not only areas I can improve upon, but also strengths that I can continue to build upon. I have been talking up the session to my friends and colleagues ever since!" Nancy M. Fox

"Your Presentation Skills Workshop to our front-line Development Staff provided us with essential tools and techniques that are invaluable in being a more confident and effective communicator both professionally and personally. You gave us terrific guidance and support while you challenged us to be creative in enhancing our skills. I have experience in making group presentations; however, I was able to be more aware of my verbal and non-verbal areas of improvement through video, peer evaluations, and your one on one coaching. I better understand the importance of preparation and practice because in doing so, my presentations will be more engaging, inspiring, and I will be better able to succeed in my role."
Sandra Anthoine

"One of the most valuable professional development presentations I have ever experienced." Lisa Tessler

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