

WORKSKILLS & PERFORMANCE COURSES

PRESENTING WITH CONFIDENCE

Course overview

This training program will improve your skills and confidence to express yourself clearly and effectively in both impromptu public speaking situations and formal public speaking forums, as required by your role and workplace context.

Who will benefit from this course?

Anyone in a role which requires verbal presentations or impromptu speaking in meetings, facilitation of groups, delivering training or formal public speaking.

DURATION: 1 Day

FEE: Varies depending on venue, sector, numbers & service provided

IN-HOUSE TRAINING: By arrangement with your organisation

CUSTOMISED TRAINING: To meet the specific requirements of your service and sector

VENUE: Available Australia-wide including all remote & regional areas

Discounts for NGOs

Course content

- Develop the knowledge and skills required to confidently deliver presentations and communicate in a dynamic and professional manner in a range of situations.
- Learn strategies to effectively plan, design, structure and rehearse presentations for a variety of contexts and audiences relevant to your work role.
- Learn strategies to manage the physical responses to personal fears, anxiety, negative self-beliefs and the self-talk which can undermine your capacity to express yourself confidently.
- Gain an understanding of the needs of the audience; learn about different styles of developing rapport and connection, including the effective use of visual aids, notes, non-verbal behaviour and voice control.
- Learn the skills required to communicate clearly and confidently in workplace roles, in impromptu situations and in response to challenging questioning.
- Receive tools to self-assess your strengths and identify areas requiring development; and design a personal action plan for your ongoing development to address these gaps.
- Practice skills and receive coaching and feedback in a small highly interactive training group.

Contact us for an obligation free quote!

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