



Effective Presentation Skills

The ability to present an idea clearly and effectively is highly valued in today's world.

A good presentation can inform, instruct and influence others to adopt your viewpoints and opinions. All great leaders have this trait in common; they are all good presenters. But a good presentation does not just happen; it is a cultivation of proper training, planning, rehearsal and delivery. Delivering presentations can be daunting if you do not know what to do. In this program, we believe effective presentation skills are both an art and science, one that you can learn to acquire step-by-step.

Program Outcome

At the end of this training, participants will be able to:

- Understand the fundamental theories of communication(s)
- Deliver presentation confidently and effectively
- Discover personal style
- Able to project confidence and conviction
- Organize presentation effectively
- Analyze audience
- Evaluate and receive feedback
- Apply verbal and non-verbal communication

Methodology

This training will include various sessions on theories of communication, personal sharing and individual/ group-based activities. On the last session, each participant will deliver an original 5-7-minute presentation on a topic pre-selected during the training.

Program Itinerary

Throughout the duration of the training, participants will learn:

- Introduction to Basic Theories of Communication(s)
- Purpose of Presentation: Inform, Instruct and Inspire
- Body Language
- Vocal Projections
- PowerPoint-based Presentation
- Audience Analysis
- Types of Presentation Styles
- Speech Organization and Preparation
- Evaluate to Motivate
- Speech Delivery

Who should attend

- Managers
- Supervisors
- Sales Representatives
- Project Managers

Medium of Instruction

Predominantly English Language (Malay Language will be used if necessary)

ABOUT THE TRAINER



Stuart Lee is currently the only certified trainer of the program in the country.

He is also an HRDF-certified trainer with over 12 years of experience in the field of communications. He graduated with Master of Arts in Language and Communication and is the current president of Brunei Advanced Speakers' Club.

RHYMIN & PARTNERS

COACHING AND CONSULTANCY

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