

Presenting With Confidence & Impact

Take the worry out of public speaking. Learn how to prepare, plan and deliver successful, effective and memorable presentations.

What Is The Course About?

This course is for anyone who has to make presentations - to groups of any size. You will have the opportunity to create, deliver, refine and review a presentation on a subject of your choice, as well as gaining constructive feedback on your particular strengths and areas for improvement. [To gain the most from this course, you will be asked to prepare a presentation of up to 10 minutes on a subject of your choice.](#)

By the end of this course, you will be able to:

- Plan and prepare your presentations for maximum impact.
 - Feel confident in delivering your message in a variety of media.
 - Manage comments and questions positively and proactively.
 - Handle difficult people and questions whilst retaining control of your presentation.
 - Use verbal and non-verbal communication to influence the outcome of your presentation.
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The Trainer

Rachel Harrison

Rachel is a key Rostrum trainer, and one of the best and most inspiring trainers in the industry. As well as her pharmaceutical knowledge, Rachel uses her knowledge and experiences of other industries as diverse as government and media to make courses interesting and thought-provoking, whilst always focusing on practical issues and real ways of improving skills.

Rachel began her career in the performing arts and progressed to the level of Senior Education Adviser in the BBC before deciding to become a full-time communications specialist, and she also holds a Masters degree in Continuing Education and Training. With this knowledge and her focus on people's scientific needs, Rachel has a track record of delivering excellent training and helping people acquire new skills that benefit their careers.

Course Fee: £995 +vat

If you book on the course more than 9 weeks in advance, a 10% discount will be applied.

Location: The Regency Hotel, 100 Queens Gate, South Kensington, London, SW7 5AG

For more information about this or any of our other courses or services, please call us on +44 (0)118 975 4512 or visit our website www.rostrumtrainingsolutions.com

Programme

Presenting With Confidence & Impact

Welcome and Introduction Activity

Identifying Effective Presentations

- What makes a successful presentation
- What makes a successful presenter
- The presenter's greatest tool.....

Developing and Structuring Messages for Presentation

- Key questions to consider when preparing your presentation
- Knowing your audience
- Practical exercise in structuring presentations

Actions Speak Louder Than Words

- Non verbal communications in presentation
- Powerful communication
- Practical work

Vocal Techniques

- Vocal projection, breathing, tone and pace
- Practical work

Constructive Feedback

- How to give it
- Feedback checklist

Individual Presentations

How to Avoid Death By Powerpoint

- Using visual aids
- Handling questions successfully

Problem Solving Presentation Nightmares

- Techniques for dealing with difficult people and situations