

Presentation Skills Training

This Presentation Skills Workshop is a necessity for all who interact with the public. Participants learn to prepare messages so they articulate clearly. Through practice and constructive feedback, participants learn to present with more confident body language, a greater awareness of gesture and movement and proper utilization of visual aids.

Group classes in NYC and on-site training is available for this course.

For more information, email nyc@careercenters.com or visit: careercenters.com/courses/presentation-skills-training



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Course Outline

- I. Body language, image, self-awareness
- II. Use of gesture, voice, movement, eye contact to enhance communication
- III. Components of a concise, focused message
- IV. Organization: prepare for the audience and how to handle question and answer periods
- V. How to use visual aids and navigate around them
- VI. Practice several types of presentations, receiving constructive feedback for improvement
- VII. Elevator Speech
- VIII. Sales Pitch/product demonstration
- IX. Team presentations