



PRESENTATION SKILLS

EMD's Focus:

Formulating business strategy & plans

Organisational restructuring

Commercial awareness skills development

Commercialisation

Performance measurement & management

Project Management

Remuneration options

Process re-engineering and continuous improvement processes

Team based work units

Consultative and bargaining processes

360° feedback

Training and learning processes

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WHY PRESENTING TO SMALL GROUPS & MEDIA?

It's what we do from the day we are born, but few of us master. Public speaking is our second greatest fear, next to dying. It's the most important skill for those wanting to excel in almost all professions.

Good communication skills are crucial for people who need to relay information to others. Presentation skills can be what tips the scale when it comes to gaining a promotion, commitment to an idea, or a contract for the organisation.

Being able to put your point across in a way that makes people take notice and be inspired, is a skill that takes coaching, cultivation and practice.

Presenting to Small Groups & Media is for anyone who needs to present material to groups of colleagues, media or clients.

LEARNING OBJECTIVES

- Ability to structure a presentation.
- Ability to confidently present material in a way that resonates with the audience.
- Ability to summarise key points and end on a strong note.

EXPECTED OUTCOMES

- Confident and efficient managers who communicate the direction of the organisation well and inspire their staff to make it happen.
- More efficient use of everyone's time.
- Greater motivation through participation.
- Effective media representation.
- Working with the audience - maintaining attention and ensuring audience participation through using hooks, stories, examples, questioning techniques and visuals

ACTION LEARNING

Participants prepare and present brief training sessions applying the key learnings of the program. Presentations are videoed and feedback given throughout the workshop.

If you are interested in more information about how EMD's Presentation Skills Programs can help improve results for your organisation, please give us a call on +61 2 8399 0011 and ask to speak to one of our consultants.

Alternatively, e-mail us at info@emdgroup.com.au

WHY PRESENTING TRAINING WORKSHOPS?

Presenting Training Workshops focuses on planning and structuring a workshop or presentation to suit the audience and to ensure that the message gets across.

LEARNING OBJECTIVES

- Ability to structure a presentation.
- Ability to confidently present material in a way that resonates with the audience.
- Ability to inspire and influence the audience.
- Knowledge of what styles work with different audiences.
- Outcomes
- Efficient presentations that cause participants to learn and to retain information.

CONTENT

- Session design
- Structure
- Outcomes
- Repeating and summarising key points
- Working with the audience - maintaining attention and ensuring participation through using hooks, stories, examples, questioning techniques and visuals
- Using notes
- Equipment
- Adult learning styles
- Things to avoid
- Techniques for dealing with difficult situations / people

ACTION LEARNING

Participants prepare and present brief training sessions applying the key learnings of the program. Presentations are videoed and feedback given throughout the workshop.