



**ZING365**  
Learning without limits

# PRESENTING WITH CONFIDENCE

## WHAT WE WILL COVER

- First impressions
- Defining and redefining the objectives
- Good preparation – planning and structure
- Creating the right introduction
- Delivering the presentation
- Language – style, vocabulary and tone
- Content – information and data
- Managing nerves
- Dynamic delivery
- Maintaining interest
- Handling questions
- Using notes, slides and visual aids



PART OF THE DWF GROUP

## SUMMARY

This highly participative workshop is designed to enable delegates to project a more professional image by adding polish, interest and panache to their presentations.

Delivering a presentation requires skill, professionalism and confidence. Successful presenters can deliver a persuasive and convincing presentation with style and impact, and as a result can achieve their desired response.

During this course you will practise several different styles of presentation and be guided and encouraged by an experienced coach.

## OBJECTIVES

**By the end of this course you will;**



Plan and prepare presentation systematically to ensure clarity and impact



Make polished and powerful presentations using voice, tone and body language to maximise effectiveness



Win over an audience and encourage response and participation.