

Advanced Presentation Skills for Instructors

LENGTH: 1 day

SUMMARY: *Advanced Presentation Skills for Instructors* introduces techniques for delivering more compelling presentations for the experienced Instructor. The class discusses advanced techniques for opening and closing presentations, and the integration of verbal, nonverbal, and expanded communication skills to better enable class participants—you—to develop your own unique presentation style so that you can consistently deliver successful presentations. The class expands on the systematized method for planning, organizing, creating, preparing, practicing, and delivering audience-centered presentations. You will emerge from this class a more confident, engaging presenter who commands attention and achieves action-oriented results.

Course Outline

- Accurately assess your presentation skills and those of your colleagues.
 - Identify and analyze your audience; assess your audience's needs and how you plan to meet them.
 - Prepare the structure of your presentation, including your objective, the main presentation points and their benefit to your audience, your call to action, and your persuasive techniques to convince your audience to act.
 - Prepare and practice strategies for immediately engaging and establishing rapport with your audience.
 - To present a persuasive closing that motivates your audience to immediately fulfill your call to action.
 - List and integrate the five P's of verbal communication—projection, pitch, pronunciation, pace, and pausing—into your own unique and compelling vocal delivery style.
 - List and integrate the four P's of nonverbal communication—posture, pantomime, position, and passion—into your own unique and compelling delivery style.
 - Choose from a wide array of skills—questioning, listening, visualization, harmony, atmosphere—to deliver an audience-centered presentation designed to influence, persuade, and convince them to act.
 - Effectively manage a question and answer session, and demonstrate intelligent responses to anticipated and unanticipated questions.
 - Using a number of techniques, practice developing your unique presentation style by integrating various communication skills to confidently deliver successful presentations.
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