

## “How to Deliver Powerful Presentations with Passion”

*A one day presentation skills course with follow up action learning - £299 + VAT*

Being able to present yourself and information confidently and effectively is essential for today's leaders. This one day workshop is designed for managers and professionals who lack confidence in their ability to present themselves well and would like to improve their personal impact.

### Are You.....

- Expected or asked to make presentations to a group or team?
- Fearful, or even terrified just at the thought of presenting?
- Lacking in confidence and presence when you do present?
- Finding it difficult to control your nerves?
- Putting off or procrastinating about preparing for an important presentation?
- Struggling to keep your audience engaged or even interested?

### Would you and your company benefit if you could.....

- Discover a quick and easy way to prepare for presentations, regardless of the lead time?
- Conquer your nerves and present confidently and with impact?
- Turn your fear into positive, productive energy?
- Win over your audience and generate interest at the start of every presentation?
- Deal effectively with questions, and with difficult people and situations?
- Present yourself and your organisation in a positive light?

If you've answered '**YES**' to any of the above – then this course is designed for you!

You'll discover **proven techniques** and **tips** you can adapt to your particular business situation. You can **try them out immediately**, making a **real difference** to your **personal effectiveness** and '**presentation skills**'.

How much is it costing you to **NOT** improve your presentation style and skills?

How much is it costing the business to lose those prospective clients? How much is it costing to lose that big contract? To lose credibility? To have disillusioned and demotivated team members?

### What you'll learn

- The secrets to effective, time efficient planning
- The 5 key factors in effective presentations
- The 3 keys to inner calm and outer confidence
- How to use your voice and body language for maximum impact
- Tips for handling questions with ease
- How to create killer beginnings and powerful endings
- Evaluation and feedback models
- Tips and techniques for handling nerves

**When and Where** 9.30am – 4.30pm

Courses are held at quality venues in Newcastle or County Durham throughout the year.

### **And we provide In House Courses too!**

This presentation skills programme can be **delivered in-company** to team leaders, managers, sales or business development professionals at a date and venue of your choice. If 4 or more people from your organisation want to attend, this is often more cost effective. Visit [www.theleadershipcoachingco.com](http://www.theleadershipcoachingco.com) and contact us about in company programmes

### **What can you expect?**

There'll be plenty of time for **group interaction** and you'll get the chance to ask the trainer specific questions. The environment will be **relaxed and friendly** (smart-casual dress) and you'll have the opportunity to exchange ideas with other participants. Places will be limited to a **maximum of 10** to ensure you receive a **personalised** service.

### **Meet your Trainer – Julie Johnson**

Julie has been presenting to audiences large and small, and training groups of leaders and managers for the past 10 years. She has worked with organisations of all sizes across the voluntary, public and private sectors. She is passionate about what she considers an important 'life success' skill – that of speaking or presenting confidently in public. Julie is a leadership and learning and development specialist, who has experienced the reality of work from different perspectives and whose approach, as a result, is practical, grounded in reality and very enthusiastic!

**Questions?** If you have any questions about this course, please call us on 0845 1662328 or contact us here.

### **What's included in the fee?**

- Lunch and refreshments
- Comprehensive workbook full of practical information to keep for future reference
- A 'Certificate of Attendance' is available on request
- Because we recognise that the real challenge comes when you return to work and begin to put your learning into practice, an **action learning session** is available after the course to observe you as you deliver a 'real' presentation' and to offer personalised feedback to further improve performance.

### **How much is all this?**

Only **£299** plus VAT (current total £343.85). When you book **3 or more places** for colleagues to attend the same event, you receive a **10% discount**.

As we're confident you'll benefit from this personal development course, we offer a **Money Back Guarantee**. If you can honestly say that you haven't benefitted from attending our public course, just let us know in writing within 30 days of attending. Send your course workbook, along with your written reasons why, and we'll refund your money in full. (Maximum one refund per company).

If you're thinking of attending, then **act quickly** as our events have a track record of selling out fast.

***Don't miss out! It's easy to reserve your place today!***

#### **How to Book**

- **Telephone;** Call now on 0845 1662328
- **On line:** Simply Visit [www.theleadershipcoachingco.com](http://www.theleadershipcoachingco.com) and complete the booking form to reserve your place

#### **Can't make these dates?**

To receive priority notification as we schedule future courses visit [www.theleadershipcoachingco.com](http://www.theleadershipcoachingco.com) and contact us. Alternatively, we can deliver the material 1:1 or for a group in-house, if you prefer.

**Booking Information** – Iain – will need to discuss this, as not sure of process as regards TBS system for booking/payment

On receipt of your booking, we will confirm your place and send directions to the venue. Confirmation is sent to the person who made the booking. It is the responsibility of the recipient to ensure the participant (if different) is informed. Course fees must be paid in full before the course. Please note that cancellations made within 14 days of the course will not be refundable. If you are unable to attend, you can send another person in your place, at no additional cost. An invoice will be sent to cover VAT. VAT is charged at the current rate on accounts. In the event of a programme having to be cancelled, you will receive a full refund of the fee but we disclaim any further liability. When a 10% discount is given for multiple bookings from the same organisation, this is applied to the final invoice. We reserve the right to refuse bookings.