

CORPORATE OVATIONS

For Business Professionals

In just two days learn how to take your business presentations from average to *Corporate Ovation!*



Course duration – 14 hours (2 days)

How you will benefit...

- Identify areas for improvement during your three video recording and feedback sessions
- Apply the four phases of the presentation process
- Receive one-on-one feedback from a professional speaker
- Align your three channels of communication for power
- Construct a presentation purpose and conduct an audience analysis in less than 10 minutes
- Practice incorporating engaging movements with purpose to boost your connection with the audience
- Construct a presentation using the Corporate Oventions blueprint
- Implement the keys to reducing anxiety and fear before speaking
- Successfully facilitate a Q&A segment in your presentation
- Learn common visual aid mistakes to avoid and how to create a compelling story with your slides

Course Topics

- **Public Speaking**
 - The importance of communication
 - Overcoming the fear and anxiety of speaking
 - Effective presentations
- **Communication Factors**
 - Using the right words
 - Importance of voice
 - Body language
 - Gestures and eye contact
- **Preparing your Presentation**
 - Presentation purpose
 - Audience analysis
 - Plan for timing
- **Developing your Presentation**
 - Opening using CABA
 - Closing with MAS
 - Developing the body
- **Delivering your Presentation**
 - Rehearsal techniques
 - First impressions
 - Movement with purpose
- **Facilitating Q&A Sessions**
 - ARR process for effective Q&A session
 - When to answer questions
 - Answering questions in a team presentation
 - When you don't have the answer
- **Visual Aids**
 - Use of the clicker and the laser pointer
 - Engaging visual aids
 - Using PowerPoint® properly
- **Evaluating Presentations**
 - Effective evaluations
 - How to deliver coaching and feedback
- **Implement to Improve**
 - Continuous improvement
 - Online resources
 - Satori
 - 21-day habits
 - My action plan



Who should attend?

- Business Professionals
- Individual contributors
- Class size is limited to 12

Who can you contact?

Please call us at 512.671.6711 or email us at info@ispeak.com for more information.