



Effective Presentation Skills

Languages Offered:

- English
 Spanish

Power of the Podium

Power of the Podium is a 'must have' training class for any person seeking to feel confident and comfortable presenting information in front of a group of people. Many believe that good speakers are born that way. Not true. Great speakers are trained.

What trainees will learn:

- Learn coping techniques to reduce the stress and fear associated with speaking in front of a group of people
- Identify and capture clear objectives
- Learn how to best create and edit a Power Point presentation
- Learn the steps of designing an informational presentation for work
- Practice delivering an effective presentation
- Managing difficult questions from the audience
- Practice handshakes, gestures, facial expressions, platform skills, stage movement
- Use proper visual rules to complement and clarify your message
- Assess the Audience Needs
- Observe give, and receive effective feedback on presentations

How this training will benefit your company and employees:

Training ensures that the participants walk out more confident in their speaking capabilities than they how they walked in. This will not only improve internal communication in your company, but also external communication with customers and others.

This training can be conducted for 8 hours or more. Onsite training may be customized to meet your business needs.

ABOUT SOPHIA BROOKS



Sophia is a retired business owner, author, speaker and subject matter expert. She held management positions in two Fortune 500 Corporations. Additionally, she currently teaches at two community colleges with Workforce Development.