PROFESSIONAL DEVELOPMENT TRAINING

Public Speaking Training

REQUEST QUOTE

1.0 DAY COURSE

We all know that speaking in public consistently ranks as one of people's greatest fears, but with professional training and practice you too can become an effective public speaker or presenter.

This 1-day Public Speaking training course will prepare you for delivering live presentations by covering skills like how to overcome nervousness, how to boost your confidence, how to read your audience, using icebreakers, how to best interact with questions or interruptions and much more.

The PD Training Public Speaking course also provides you with valuable presentation skills, including in-depth information on developing an engaging program and delivering professional presentations with confidence and flow.

This interactive training course is available across the U.S., including Atlanta, Austin, Baltimore, Birmingham, Boston, Charlotte, Chicago, Dallas, Houston, Jackson, Los Angeles, Manhattan, Miami, New York, Orlando, Philadelphia, San Antonio and Seattle.

What You'll Gain:

Public Speaking consistently ranks as most people's top fear. Additionally, an astounding 75% of people suffer from speech anxiety.

Do you want to change your fear of public speaking, improve your career, speak with confidence and deliver professional business presentations with impact and ease? Mastering this fear and getting comfortable speaking in public can be a great ego booster, not to mention a huge benefit to your career.

Whether you are speaking to a handful of people, a small group, or a large audience, this course will cover the details required so that you have a dynamic presence for any speaking engagement.

Outcomes

After completing this course, participants will have developed skills in:

- Tailoring the presentation according to audience
- Using visual aids to enhance interest
- Making adjustments midway
- Designing presentations
- Making the speech clear, powerful and relevant
- Identifying key notes and using them appropriately
- Planning the speech
- Organizing the material
- Wording the speech
- Using citations, research and interviews
- Turning complex ideas into engaging, easy-to-understand content
- Overcoming nervousness
- Preparing Plan B
- Feeling comfortable with the audience
- Mentally and physically preparing themselves for the presentation
- Answering questions and replying to comments with presence of mind

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Modules

Lesson 1: Identifying your Audience

- Performing a needs analysis
- Creating an audience profile
- Identifying key questions and concerns

Lesson 2: Being Prepared

- Checking out the venue
- Gathering materials
- A 24 Hour checklist

Lesson 3: Creating a Basic Outline

- Outlining the situation
- Identifying the task that had to be performed
- Listing the actions you took
- Revealing the results

Lesson 4: Overcoming Nervousness

- A word from the boss
- Preparing mentally
- Physical relaxation techniques
- Appearing confident in front of the crowd

Lesson 5: Organizing the Program

- Making organization easy
- Organizational methods
- Classifying and categorizing

Lesson 6: Delivering your Speech - Part One

- Starting off on the right foot
- Using visual aids
- Checking the volume of your voice

Lesson 7: Fleshing it Out

- Identifying appropriate sources

Lesson 8: Delivering your Speech - Part Two

- Establishing credibility
- The importance of citations

- Adjusting on the Fly
- Gaging whether breaks are Required
- Wrapping up and Winding Down

Lesson 9: Putting it all Together

- Writing your presentation
- Adding a Plan B
- Reviewing, editing and Re-writing

Lesson 10: Questions and Answers

- Ground rules
- Answering questions that sound like an attack
- Dealing with complex questions

Talk to our expert team

Phone:

Email: