

Powerful Presentations

Do you want to succeed in today's highly competitive business environment and present with confidence?

You will learn to:

- Enhance your use of questions to engage audience members.
- Effectively lead small and large group meetings.
- Use visual materials which enhance your program - not become the center of it.
- Develop techniques to address unacceptable behavior of group participants.
- Use a presentation mapping tool designed to ensure success.
- Practice techniques used to overcome the fear associated with being a presenter.



CONFIDENCE

When people speak of strong leaders, one characteristic stands out - the ability to communicate well. Audiences want presenters who can deliver a message which is useful, coherent, professional and sometimes entertaining.

Powerful Presentations is a dynamic communication process that helps participants gain the skills necessary to convey information to groups with confidence and authority.

PROGRAM

Audience:

Managers ■ Sales People ■ Team Leaders

Schedule:

Two day, 7 hour interactive training sessions scheduled two weeks apart

Features:

Workbooks ■ Presentation Tips
Techniques for overcoming fear
Mapping tool for planning

Location Options:

Public programs at the AIM office
Customized on-site programs

Class Dates:

- **December 9, 2008**
8:30am-4:30pm
- **December 16, 2008**
8:30am-4:30pm

Call Today!
(712)322-1112

Take home tools and techniques to build your confidence as you lead meetings and deliver powerful presentations!



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