

PRESENTATION SKILLS

FEARLESS DELIVERY

Business Solutions @ Northbrook

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Most people dread speaking in public. In a lot of workplace environments you can't avoid public speaking. So how do you deal with your nervousness? Our workshop has been built to help you give confident presentations by ensuring that you've fully prepared both yourself and your presentation before finally delivering it.

Who is this course for?

This course is designed to help anyone who has to make presentations to groups of people. Whether you are experienced and needing to improve your skills or new to the subject, this workshop will be beneficial. Learn what you need to know about communication and presentation skills, from planning and preparation to selecting the most appropriate method of communicating your ideas. This workshop will help you to relax and prepare yourself mentally and provide you with practical techniques for you to use when presenting your ideas, whether in a formal presentation context or during one-on-one discussions.

Do I need any experience?

No. Our trainers have designed the workshop to give you all the information and training you need to develop your skills.

What if I can't fit it in?

The Business Solutions @ Northbrook team understand how hectic life can be sometimes; its for this reason that we're happy to customise this workshop for

individual employers and ensure flexible delivery, either on your premises or at Northbrook College (A company costing will be provided once your training needs are finalised).

What do I gain on completion?

Upon completion of this workshop you will receive a Northbrook College Certificate of Attendance, easy to follow handouts, and enough knowledge to proceed and progress onto other workshops and IT courses. Oh, and don't worry - there are no examinations or assessments on this course!

What will I learn on this course?

- This workshop will cover:
- > Preparing your presentation
 - > Preparing yourself
 - > Delivering your presentation

What are the specific details?

- > **Duration**
One day (09.30-16.30)



> Dates Available

For the latest workshop dates please check out our website or call our Customer Services team who will be happy to help.

> Venue

Will be confirmed upon booking (if advance notice is required, please call our Customer Services team)

> Cost

£138 per person, per workshop*
* Group rates may apply

For further information, enrolment, or to arrange a free visit from one of our Business Training Advisers to discuss eligibility and options open to you and your staff, please contact the Business Solutions @ Northbrook team via one of the methods at the top right of this page.