

# KNOCK 'EM ALIVE

## POWERFUL PRESENTATION SKILLS™

Tanis Roeder

- ELEVATE YOUR COMMUNICATION -

### WORKSHOP LEVEL 1



Although public speaking may not be your favorite thing to do, the ability to persuade and communicate effectively can impact every aspect of your professional life. This workshop focuses on fine-tuning one's abilities and skills in this arena which is essential to your career success. Whether you wish to communicate with two or two hundred people, there are specific skills that will make a measurable difference in your overall success.

The "Knock 'em Alive! Powerful Presentation Skills™" workshop created by Scott Halford of Complete Intelligence, is a workshop designed to lead busy professionals through an integrated process of learning to communicate and present effectively. Regardless of previous instruction and experience, participants will find value.

#### PARTICIPANT OUTCOMES

- Understand and use the behaviors that signal confidence, poise, and power in any communication.
- Use of eyes, voice, hands, and feet as tools for communication.
- Understand and manage fear.

#### WORKSHOP CONTENT

- Seven attributes of the effective communicator.
- Negative "markers" that shutdown your listener.
- Positive "markers" that engage your listener.
- Individual evaluation of "where do you stand now as a communicator?" Includes establishment of individual "benchmark" using video feedback.
- Use your eyes to build rapport. Your voice to increase power and effectiveness. Your hands and stance to help people "see" what you say.
- Monitor the fear factor using physiological and mental monitoring - learn what to do when the fear becomes overwhelming.

#### WHAT IS INCLUDED

- Full day of training for up to 12 people
- Video feedback for each participant and individual coaching.
- Knock 'em Alive! Powerful Presentation Skills™ Level 1 workbook.
- Audio links with workshop "key points" designed to assist the participant in future application of the skills.

Please call us for more information about customization and booking!

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### WORKSHOP LEVEL 2



This workshop begins with a review of the skills learned from Level 1, including the seven attributes audiences find most important and presentation delivery skills. This refresher also includes information about structuring a speech and applying presentation models that are typically called for in the corporate setting. After looking at the structure and model used, we move into how to effectively incorporate visuals into presentations to add the next level of texture. Each participant is asked to bring a few slides from a presentation they have or will be delivering.

#### PARTICIPANT OUTCOMES

- Identify personal progress in the use of skills presented in Level 1.
- Learn four distinct presentation models appropriate to a corporate environment.
- Learn how and when to use visuals effectively and appropriately.
- Prepare visually stimulating and professional PowerPoint slides.
- Practice delivering a presentation with PowerPoint using skills learned in Level 1.
- Learn ways to conduct audience research to discover desired outcomes.
- Present with impact - capture the audience's attention.

#### WORKSHOP CONTENT

- Understand, design, and practice delivery of the following presentation models:
  - Persuasive Model
  - Informative Model
  - Educational Model
  - Facilitation Model
- Appropriate and powerful use of visuals including:
  - PowerPoint, handouts, decks, and props.
- Create interesting and useful visuals.
- Conduct pre-presentation audience research to ensure an effective presentation.
- Learn to meld the audience objectives with the presenter's objectives.

#### WHAT IS INCLUDED

- Half day of training for up to 12 people
- Knock 'em Alive! Powerful Presentation Skills™ Level 2 workbook

Please call us for more information about customization and booking!