

Skills

Course

PRESENTATION SKILLS



R 1,950 incl VAT (Non-WHC)

R 1,250 excl VAT (WHC)

Discounts apply to groups



Classroom based



1 ½ days

Presenting information clearly and effectively is a key skill to getting a message or opinion across. The three objectives of an effective presentation are as follows:

- To establish credibility with the audience
- To communicate information clearly to the audience
- To persuade and/or influence the audience

The three key elements for a successful presentation is effective use of design, clear content, and structured planned delivery.

The course has 4 modules including a "Test your knowledge" at the end of each module:

- Introduction
- Module 1: Effective Use of Design
- Module 2: Clear and Structured Content
- Module 3: Enthusiastic Delivery
- Module 4: Final Tips



At the end of this course learners will have a better understanding of:

- the important elements for a successful presentation,
- the effective use of design in creating presentations,
- preparation and planning the content for specific outcomes
- the importance of enthusiastic delivery of the presentation.



At the end of this course, learners will be expected to complete a final assessment:

- There are 50 multiple choice questions.
- The pass mark is 70%.
- Learners have unlimited attempts.
- A certificate will be issued on passing the assessment.

"The success of your presentation will be judged not by the knowledge you send but by what the listener receives." – Lilly Walters



Individuals who regularly do presentations and want to improve their presentation skills.



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