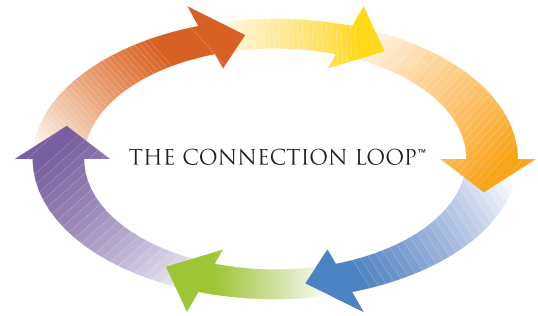


Building Professional Presence

Putting Presentation Success Within Reach



By learning how to develop and deliver an effective presentation, you can build your professional presence and have greater impact on those around you.



Those who display competence and comfort in their everyday presentations are viewed as more credible and better able to persuade others. As a result, they attain their career goals and positively impact the company's bottom line.



Program Description

Today more than ever your presentation skills have a direct impact on your level of professional success. Those who display competence and comfort in their everyday presentations are viewed as more credible and are better able to persuade others. They are more successful in their everyday communications and attain their career goals. Those who communicate effectively work better on teams and with customers, employees, and co-workers. As a result, they help the company achieve greater success.

Even though effective speaking skills are critical in today's business arena, for many people, the thought of giving presentations arouses fear and uncertainty. Because they lack basic knowledge of the fundamentals of presentation success, they think great speakers are born, not made. Yet the skills and techniques used by successful speakers are available to us all.

- **Challenge:** So how can you take on the challenge of professional growth and learn the fundamentals of what it takes to give an effective presentation?
- **Solution:** *The Building Professional Presence* program will introduce you to the important fundamental principles of successful public speaking so you can contribute more readily to your company's success and achieve your professional goals.

Building Professional Presence is designed to give a general audience exposure to the best practices of creating and delivering powerful presentations. During this lively and educational one-day program you will be invited to participate in activities and exercises designed to raise awareness and exposure to the skills of public speaking.

By understanding the best practices successful public speakers use and learning how to develop and deliver an effective presentation, you can build your professional presence and have greater impact on those around you.

Target Audience

This program is designed for the general workforce, including employees, individual contributors, and supervisors.

1 Day | 8:30 a.m. to 5:00 p.m. | 18-25 Participants | 1 Facilitator

Building Professional Presence

Throughout the day you will be involved in dynamic learning activities to build your understanding, increase your awareness, and develop your presentation skills.

Learning Outcomes

By the end of the *Building Professional Presence* program, you will be able to:

- Recognize the importance of using skills and techniques to successfully engage your audience throughout your presentation
- Use fundamental delivery skills and strengthen your use of physical presence, vocal resonance, and distinctive language
- Organize the content of a presentation so it delivers a clear, logical, and convincing message
- Develop visual support materials to reinforce a presentation
- Understand techniques to manage presentation anxiety and build self-confidence

Program Overview

We begin by introducing our core learning model, *The Connection Loop*™. You will learn why an audience wants you to succeed and how to keep your listeners involved and engaged throughout your presentation. We will look at the fundamental skills required for powerful audience engagement including your physical, vocal, and language skills. Once we review delivery skills, we will turn our attention to content development. Using our powerful DeFinis Navigator content design tool, you will develop a topic of your choice from beginning to end. Throughout the day you will be involved in dynamic learning activities, large and small group exercises, and discussions to build your understanding, increase your awareness, and develop your skill use.



DeFinis Communications, Inc

Founded in 1997 by Angela DeFinis, DeFinis Communications offers a full range of professional public speaking programs, products, and services. We support leading corporations in developing effective communications strategies and all aspects of presentation skill and speaker development. By building knowledge and skill, accelerating performance, and providing tools for continuous learning, we help our clients successfully compete in a demanding marketplace.

Clients

Applied Materials, Aruba Networks, Autodesk, Avista Corp., Blue Shield of California, Charles Schwab, Cisco, Electronic Arts, Hewlett Packard, Linear Technology, Micron, Mother Jones, Levi Strauss, Republic Services, Sendmail, Splunk, Symantec.

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