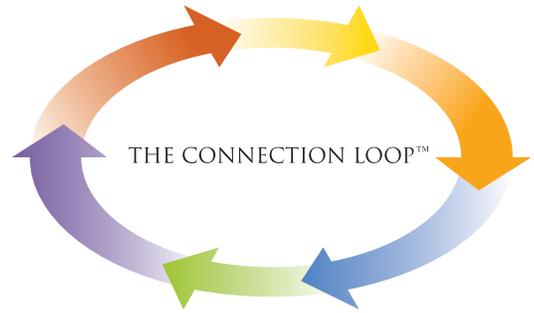


Building Professional Presence

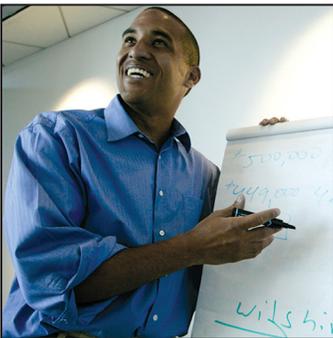
Putting Presentation Success Within Reach



By learning how to develop and deliver an effective presentation, participants can build their professional presence and have greater impact on others.



Those who display confidence in their everyday presentations are viewed as more credible and better able to inform and persuade.



Program Description

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.

Today more than ever a person's presentation skills have a direct impact on their level of professional success. When they display competence and comfort in their everyday presentations they are viewed as more credible. Those who communicate effectively work better on teams and with customers, employees, and co-workers, and they help the company achieve greater success.

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

Building Professional Presence is designed to give a general audience exposure to the best practices of creating and delivering effective presentations. During this lively and instructive one-day program your team will 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, participants can build their professional presence and have greater impact on others.

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 participants will be involved in dynamic learning activities to build their understanding, increase their awareness, and develop strong presentation skills.



Angela DeFinis, Principal
DeFinis Communications
www.definiscommunications.com
adefinis@definiscommunications.com
Direct: 415.258.8176
Mobile: 415.860.6146

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Learning Outcomes

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

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

Program Overview

We begin by introducing our core learning model, *The Connection Loop*[™]. Participants will learn why an audience wants them to succeed and how to keep their listeners involved and engaged throughout their presentation. We will look at the fundamental skills required for audience connection, including physical, vocal, and language delivery skills. Then we will turn our attention to content development. Using our highly structured DeFinis Navigator[™] content planning tool, participants will develop a topic of their choice from beginning to end. Throughout the day they will be involved in dynamic learning activities, large and small group exercises, and discussions to build their understanding, increase their awareness, and develop their skill use.

DeFinis Communications

Founded in 1997 by Angela DeFinis, DeFinis Communications is a boutique communications firm specializing in presentation skills training. The company offers group training programs, executive speech coaching and speaker preparation for corporate conferences. By building knowledge and skill, improving performance, and providing tools for continuous learning they help their clients compete in a changing, challenging global marketplace.

Clients

Applied Materials, Aruba Networks, Autodesk, Cisco Meraki, Driscoll's, Electronic Arts, Ideate, Intapp, Linear Technology, PG&E, Quiet Rock, Recurrent Energy, Republic Services, Siemens Energy, Splunk, Symantec, Welltower